|  |  |  |
| --- | --- | --- |
| ***G*** | ***Investments*** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Client: XYZ Ltd** | **Year End: 31-12-14** | **File No.** | **Ref: H** |

**SUMMARY SHEET — INVESTMENTS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Planning** | | **Final** | | |
| **Audit objectives** | ***Number of***  ***key tests***  ***which***  ***satisfy***  ***objective\**** | ***Reference to***  ***bespoke***  ***tests to be***  ***carried out*** | ***Are you***  ***satisfied***  ***that the***  ***objectives***  ***have been***  ***met?*** | ***Comments*** | ***Initials*** |
| 1 To ensure that the company has good title to all investments. | 8, 9 |  | Yes |  | B |
| 2 To ensure that investments are valued correctly, with provision being made for any permanent diminution in value. | 10, 11, 12, 13 |  | Yes |  | B |
| 3 To ensure that investments are properly classified as either Non-current or current assets and treatment is consistent. | 16 |  | Yes |  | B |
| 4 To ensure that all income from investments has been accounted for. | 15 |  | Yes |  | B |
| 5 To confirm that all necessary disclosures concerning investments have been made and that the information is appropriately presented and described. | 17, 18 |  | Yes |  | B |

***Planning conclusion***

I am satisfied that from the tests planned sufficient evidence can be gained to satisfy the objectives.

Prepared by: \_\_\_\_Mr B Date: DD/MM/YYYY

Reviewed by: \_\_\_\_Mr. Y Date: DD/MM/YYYY

***Final conclusion***

From the audit work carried out I confirm that:

* the work has been performed in accordance with the audit programme;
* the work performed and the results obtained have been adequately documented;
* all necessary information has been collected for the preparation of the statutory accounts; and
* in my opinion (subject to matters highlighted on B5 or B8)\* investments are fairly stated.

Prepared by: \_\_\_\_Mr B Date: DD/MM/YYYY

Reviewed by: \_\_\_\_Mr. Y Date: DD/MM/YYYY

**Disclaimer: Dummy audit working files have been prepared and published to improve the quality of audit documentation of member firms providing audit services in Bangladesh. Member firms providing audit services should not assume these dummy working files as absolute benchmark for the purpose of preparing and keeping audit documentation. Every audit client has unique characteristics and risks. International Standards on Auditing (ISA) also requires to exercise engagement partner’s judgment on a number of areas in conducting the audit of an entity. Therefore, member firms should use their professional knowledge, skill, experiences along with these dummy working files to keep adequate and appropriate working papers for each audit engagement. The preparers do not assume any liability for drawing an inappropriate audit opinion based on the working papers prepared on the basis of these dummy working files.**