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| **Client: XYZ Ltd** | | | **Prepared by:** | | | **Date:** | | **Ref: R 5.2** |
| **Year end: 31-12-14** | | **File no:** | **Reviewed by:** | | | **Date:** | | |
| **Reviewed by** | | | **Date:** | | |
|  |  |  |  |  |  |  |  |  |
| **Subject:** | **Related Party Transaction** | | |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Description** | | | | **Current Year** |  | **Previous years** |  |  |
|  |  |  |  |  |  |  |  |  |
| Related party balance | | |  | 4,201,667,263 |  | 3,613,451,994 |  |  |
|  |  |  |  |  |  |  |  |  |
|  | Intercompany receivables | | | 4,338,966,481 |  | 4,077,096,197 |  |  |
|  | Intercompany payables | | | (137,299,218) |  | (364,070,950) |  |  |
|  |  |  |  |  |  |  |  |  |
| Transaction with key mgt Personnel | | | | 33,483,594 |  | 29,781,160 |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  | **4,235,150,857** |  | **3,643,233,154** |  |  |
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| **Work done:** | |  |  |  |  |  |  |  |
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| **1.** | List of related party identified by the entity is availed at the beginning of the audit. | | | | | | | |
| **2.** | Audit team also identify the newly disclosed related party during the year and rational for not disclosing in the last year. | | | | | | | |
| **3.** | All transactions and closing balance with the subsidiary, associates and joint venture company are appropriately disclosed and confirmed from the source information and presentation in the financial statements. | | | | | | | |
| **4.** | Total closing balance with all related parties, except parent company, are matched with yearend closing balance of intercompany debtors and creditors. | | | | | | | |
| **5.** | Total transaction value with all related parties are confirmed from the source information's | | | | | | | |
| **6.** | Required disclosure for related party transactions as per IAS-24 are compiled for the presentation of this financial statements. | | | | | | | |
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| **Client: XYZ Ltd** | | | **Prepared by: Mr. B** | | | **Date:** | | **Ref:R5.2** |
| **Year end: 31-12-14** | | **File no:** | **Reviewed by: Mr. C** | | | **Date:** | | |
| **Reviewed by** | | | **Date:** | | |
|  |  |  |  |  |  |  |  |  |
| We have performed the following audit procedure to ensure that all materials related party transections have been identified | | | | | | | | |
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| **Þ** | **Review the company’s procedures for identification of related parties;** | | | | | | | |
|  | We have reviewed the companies procedures for identification of related parties transaction at different stage of audit while checking the transaction of purchase, sales, investments and financing to the related entities and meeting with various officials of the organization and review the board of directors meeting and the results of this procedure is satisfactory which is documented in the working files at the time of performing the audit procedures. | | | | | | | |
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| **Þ** | **Obtain a list of current known related parties.** | | | | |  |  |  |
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|  | We have discussed with the management to obtain a list of related parties which are known to us from previous years audit report and get the related parties which are attached with this working paper | | | | | | | |
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| **Þ** | **Verify the list of related parties as disclosed by the management as to its accuracy and completeness.** | | | | | | | |
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|  | We have verified the list of related parties in terms of their transections conducted during the year to check accuracy and completeness in the "Purchase and Payables", "Revenue and Receivables" and "Treasury" program and do not find any exception to report. | | | | | | | |
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| **Þ** | **Review the accounting records before and after the year end for any large or round sum amounts; investigate and analyze with reasons.** | | | | | | | |
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|  | We have reviewed accounting records for any large or round sum amounts immediate before the year end and after the year end to investigate whether any unrecorded liability with related parties have been intentionally or unintentionally omitted and do not find any exception in this regard. | | | | | | | |
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| **Þ** | **Review minutes of the meetings of shareholders and those charged with governance and other relevant statutory records such as the register of directors’ interests and enquire as to whether the company has provided any guarantees.** | | | | | | | |
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|  | We have review the board meetings, return to RJSC, tax return, current years correspondence files related to statutory requirement and found no discrepancy so we can conclude that there is no unusual transaction found during the year under audit and all transaction are duly accounts for. | | | | | | | |
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| **Þ** | **Obtaining Balance confirmations from related parties** | | | | | |  |  |
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|  | We have obtained **confirmation** from group companies and found that the group confirms the same balance as in our accounts. We have also checked the draft financial statements of group companies for receivables and payables balance and found in order. | | | | | | | |
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| **** | **Enquire to management about the logical reason of transactions.** | | | | | | |  |
|  | We have asked to the management of the company about the logical reason of purchasing raw materials, working capital finance and sales of finished goods to and from its subsidiaries, associates and joint venture by XYZ Ltd. Management responded that if we purchase from our subsidiaries and joint venture the quality of the product is beter from other supplier in the market. On the other side the market price of the product is low due to savings of marketing and distribution expenses. As the company is well known in the market, the bankers and other financial institution interested to finance in XYZ at lower finance cost and after obtaining the loan from financial institution the company transferred the loan as working capital of its subsidiaries, associates and joint venture companies. | | | | | | | |
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**List of Related Party**

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|  | **Particulates** | **Relationship** | **Percentage of shareholders** |
|  |  |
|  | XYZ Formulation | Shareholder | 53.48 |
|  | XYZ Salt Ltd | Shareholder | 77.67 |
|  | Flyban Insecticides Ltd | Shareholder | 51 |
|  | XYZ Pure Flour Ltd | Shareholder | 95 |
|  | XYZ Foods Ltd | Shareholder | 95 |
|  | XYZ AgroChemical Ltd | Shareholder | 90 |
|  | Creative Communication Ltd | Shareholder | 60 |
|  | XYZ Motors Ltd | Shareholder | 66.5 |
|  | Premiaflex Plustic Ltd | Shareholder | 87.32 |
|  | XYZ Logistics Ltd | Shareholder | 76 |
|  | XYZ Edible oils Ltd | Shareholder | 85 |
|  | XYZ Health Care Ltd | Shareholder | 92.94 |
|  | Tatly XYZ (Bangladesh) Ltd | Shareholder | 50 |
|  | Asian Consumar Care pvt. Ld | Shareholder | 24 |
|  | XYZ Godrej Agrovet Pvt. Ltd | Shareholder | 50 |
|  | Stochastic Logic Ltd | Shareholder | 20 |
|  | XYZ Chemicales Ltd | Shareholder | 60 |

**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.**