

### Sample Audit Working Papers

Indexing the audit working papers essentially means preparing a Table of Contents. A well-organized set of working papers enables the auditor to understand the relationships of transactions and how they impact different accounts. It also enables the reviewers to perform their work more effectively and efficiently and to devote their attention to the critical audit areas.

There are many different ways that working papers could be indexed. The important consideration is that the organization and indexing be logical. The following is just one example of how the current working paper files might be indexed:

Index # Description of Analysis	
General:	
	A1 Working Trial Balance
	A2 Adjusting Entries
	A3 Evaluation of Uncorrected Audit Differences
	B1 Audit Planning
	B2 Internal Controls
	B3 Risk Assessment
	B4 Time Budget
	C1 Contingencies and Litigation
	C2 Subsequent Events
	C3 Management Representation Letter
	C4 Audit Completion Questionnaire
	C5 Audit Review and Approval
	D1 Referenced Copy of Report
	D2 Footnote Documentation
	D3 Audit Report Checklist
Specific:	
	1 Cash
	2 Accounts Receivable and Sales
	3 Prepaid Expenses and Other Assets
	4 Investments
	5 Inventories
	6 Fixed Assets
	10 Accounts Payable and Purchases
	11 Accrued Liabilities
	12 Debt
	15 Revenues and Expenses
	20 Equity

## Appendix 2 Sample Audit Working Papers

**Léo Pomar**



## Appendix 2 Sample Audit Working Papers:

**Audit Guide for Audits of Public Housing Agencies for Use by Independent Public Accountants**, 1978 DCAA Contract Audit Manual United States. Defense Contract Audit Agency, 1997 **Federal Register**, 1981-04-20

**Principles of Auditing** Ray Whittington, 1992 Government National Mortgage Association Mortgage-backed Securities Guide United States. Department of Housing and Urban Development, 1984 *Government National Mortgage Association GNMA I* United States. Department of Housing and Urban Development, 1984 **The Preparation and Use of Audit Records** Vivian William Holland, 1935 **The Accountant**, 1889 *The Use of Statistical Sampling Methods in Audit Work*, 1970 *Report of the Auditor on the Work of the Office of the Auditor and on the Accounts of the Government of Bermuda for the Financial Year ...* Bermuda Islands, 2007 **Accounts and Audit of Limited Liability Partnerships** Steve Collings, 2017-02-24 Accounts and Audit of Limited Liability Partnerships gives comprehensive guidance on how to apply UK GAAP to limited liability partnerships and takes readers through all the requirements for LLP accounting as a result of the implementation of FRS 102 and the revised LLP SORP The book includes sets of pro forma accounts in particular in relation to the LLP SORP for both groups and single LLPs and uses practical tips worked examples and best practice principles throughout to ensure understanding Accountants and tax advisers will not only benefit from specialist guidance covering all aspects of an LLP but the book also includes invaluable information on the key company law and taxation issues Accounts and Audit of Limited Liability Partnerships has been updated to include The new LLP Regulations The FRC s Amendments to FRS 105 Limited Liability Partnerships and Qualifying Partnerships The revised LLP SORP to reflect amendments to FRS 105 Practical examples and best practice tips written from a real life perspective New chapter dedicated to micro entity LLPs Pro forma accounts for both groups and single LLPs *Internal Audit in the Public Sector* Roger Buttery, Robert K. Simpson, 1986 **EDP: Controls and Auditing** W. Thomas Porter, 1974 *PKI Assessment Guidelines*, 2003 *Report* Great Britain. Department of Science and Art, 1881 Parliamentary Papers Great Britain. Parliament. House of Commons, 1895 **The Australian Accountant**, 1977 Charter, 1999 *Sessional Papers* Great Britain. Parliament. House of Commons, 1894 **Principles of Auditing and Other Assurance Services** Ray Whittington, Kurt Pany, 2006 This updated edition includes revisions of Chapters 5 through 7 on audit evidence audit planning and internal control respectively

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