

Internal Audit Work Paper	
RMA Number	Working Paper Number:
Audit name:	Audit Number:
Auditor:	Date
Reviewer	Date:
Cross References: <i>Refer to any supporting documents / information. This could be the documents / information supplied by the business, other working papers. In referencing documents be specific (Version, page, paragraph). Also, the cross reference should clearly articulate the work paper reference and a brief description of cross reference e.g. CR 3 1.1 Work paper 2 Interview_1 John Doe</i>	
Time Period: <i>Reference time period covered by the test. E.g. if sampled data state period covered; if observation what time period covered; if reviewing management reports, over what period.</i>	
Objective of the test: <i>Describe what we are going to test and why. Which controls / data / process steps etc. are we going to test and is it from design effectiveness and/or operating effectiveness perspective. Why are we performing the test? What are we planning to prove?</i>	
Samples: <i>List the documents / data / information sampled</i>	
Work performed: <i>Describe the test steps performed if all the tests in the Audit Work Program were performed just mention that all tests in the AWP were performed. Only elaborate what is not mentioned in the AWP. Description should be at the level that would allow another auditor to re-perform. If there are limitations note these and the reasons for such limitations, e.g. some data was not available. Remember a limitation might be a finding. Should not exceed more than two pages.</i>	
Results and analysis: <i>What did we find from the tests, e.g. 2 out of 5 samples tested didn't follow procedure. Document root cause analysis of results obtained along with linkages to other work on audit if any. Should not exceed half a page</i>	
Conclusion <i>Control gap or no control gaps. Any other work required. Reference it to the audit finding in the draft report if any.</i>	

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M Lipman



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Wiley CPA Exam Review 2010, Auditing and Attestation Patrick R. Delaney, O. Ray Whittington, 2009-12-02

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Auditing Raymond N. Johnson,Laura Davis Wiley,Robyn Moroney,Fiona Campbell,Jane Hamilton,2019-04-16 The explosion of data analytics in the auditing profession demands a different kind of auditor Auditing A Practical Approach with Data Analytics prepares students for the rapidly changing demands of the auditing profession by meeting the data driven requirements of today s workforce Because no two audits are alike this course uses a practical case based approach to help students develop professional judgement think critically about the auditing process and develop the decision making skills necessary to perform a real world audit To further prepare students for the profession this course integrates seamless exam review for successful completion of the CPA Exam

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