#### Internal Audit Work Paper

RMA Number	Working Paper Number:
Audit name:	Audit Number:
Auditor:	Date
Reviewer	Date:

#### Cross References:

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

#### Time Period:

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.

#### Objective of the test:

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?

Samples: List the documents / data / information sampled

#### Work performed:

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.

#### Results and analysis:

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

#### Conclusion

Control gap or no control gaps. Any other work required. Reference it to the audit finding in the draft report if any.

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**Jicheng Xie** 

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(w/CD-ROM) 2008 Michael A. Crawford, D. Scot Loyd, 2008-07 The Principles and Practice of Auditing George Puttick, Sandy van Esch, 2007 A valuable resource for students preparing for certification registered accountants and auditors and financial personnel in various businesses this is the 9th updated edition of a classic auditing text Integrating theory with practice and application it is up to date with the field's recent and gradual transition from self regulation to external auditing Local Government and Single Audits Rhett Harrell, 2006-05 Dedicated to the audit professional who wants to conduct audits of local governments in a more practical manner this book is based on years of discussions with fellow practitioners who have requested an easier method of performing an audit of a local governmental entity It includes information on Office of Management and Budget Circular A 133 better known as single audits The forms and checklists in the book identify the specific professional requirements The practice aids are included on a free companion CD **Security and Privacy Control** Robert R. Moeller, 2011-04-12 This section discusses IT audit cybersecurity and privacy control activities from two focus areas First is focus on some of the many cybersecurity and privacy concerns that auditors should consider in their reviews of IT based systems and processes Second focus area includes IT Audit internal procedures IT audit functions sometimes fail to implement appropriate security and privacy protection controls over their own IT audit processes such as audit evidence materials IT audit workpapers auditor laptop computer resources and many others Although every audit department is different this section suggests best practices for an IT audit function and concludes with a discussion on the payment card industry data security standard data security standards PCI DSS a guideline that has been developed by major credit card companies to help enterprises that process card payments prevent credit card fraud and to provide some protection from various credit security vulnerabilities and threats IT auditors should understand the high level key elements of this standard and incorporate it in their review where appropriate **Operations Auditing by the Defense Contract Audit Agency** United States. General Accounting Office, 1975 **Mastering the Five Tiers of Audit Competency** Ann Butera, 2016-04-27 Risk based operational audits and performance audits require a broad array of competencies This book provides auditors and risk professionals with the understanding required to improve results during risk based audits Mastering the Five Tiers of Audit Competency The Essence of Effective Auditing is an anthology of powerful risk based auditing pra Internal Audit Leadership Patricia Kaim, 2023-09-15 With an emphasis on value creation and leadership this book will help organizations around the globe to build stronger internal audit functions highlighting the latest risks including COVID 19 and the most cutting edge tools to assess them As environmental risks grow in number and complexity and organizational resources become more constrained the need to maximize both efficiency and effectiveness in internal auditing IA has never been greater International IA expert Patricia Kaim leverages nearly 30 years experience to offer real world solutions to a range of IA issues including how to audit key major areas such as organizational culture diversity and inclusion fraud blockchain and cyber risk design first class continuous monitoring improve stakeholder

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