### AUDITOR’S REPORT

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Auditee:** |  | **Reviewed by:** | **Name** | **Rank** | **Date** |
| **Period end:** |  | **Level 1** |  |  |  |
| **Prepared by:** |  | **Level 2** |  |  |  |
| **Rank:** |  | **Level 3** |  |  |  |
| **Date:** |  |  |  |  |  |

***LETTERHEAD OF THE SAI***

**Audit of the *[insert name of audited entity]* performed by the Auditor General**

Addressee *[Name, applicable title and address of the Accounting Officer]*

Date

Dear *[Sir / Madam]*

**Report on the Financial Statements**

I have audited the accompanying financial statements of *[insert the name of the auditee]* for the year ended *[insert date of financial year end]*. These financial statement comprise the *[insert statements as applicable i.e. statement of financial performance, statement of financial position, cash flow statement etc.]* for the year then ended, and a summary of significant accounting policies and other explanatory information.

***Management’s* *Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with *[the applicable financial reporting framework]* and legislation, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditor’s Responsibility***

My responsibility is to express an opinion on these financial statements based on our audit. I conducted our audit in accordance with International Standards for Supreme Audit Institutions. These standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity’s preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for our audit opinion.

***Opinion*** *[option for unqualified opinion]*

In my opinion, the financial statements present fairly, in all material respects, the financial position of *[insert the name of the auditee]* as at *[insert date of financial of financial year end]*, and (*of*) its financial performance and its cash flows for the year then ended in accordance with *[insert reference to relevant accounting framework or legislation, ie. IPSAS]*.

***Basis for Qualified- / Adverse- / Disclaimer of- Opinion*** *[option for qualified audit opinion]*

*[Include the audit paragraph(s) which has lead to a qualified- / adverse- / or disclaimer of audit opinion. For unqualified audit opinion this paragraph is not included.]*

***Qualified Opinion*** *[option for qualified opinion]*

In my opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects the results of operations of *[insert the name of the auditee]* as at *[insert date of financial of financial year end].*

***Adverse Opinion*** *[option for adverse opinion]*

In our opinion, because of the significance of the matter discussed in the Basis for Adverse Opinion paragraph, the consolidated financial statements do not present fairly (or *do not give a true and fair view of*) the financial position of ABC Company and its subsidiaries as at December 31, 20X1, and (*of*) their financial performance and their cash flows for the year then ended in accordance with International Financial Reporting Standards.

***Disclaimer of Opinion*** *[option for a disclaimer of opinion]*

Because of the significance of the matters described in the Basis for Disclaimer of Opinion paragraph, I have not been able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion. Accordingly, I do not express an opinion on the financial statements.

***Emphasis of matter*** *[option when there are matters for emphasis both for qualified or unqualified audit opinions]*

Without qualifying my opinion, I draw attention to the management on the following matter(s) that relate to my responsibility in the audit of the financial statements.

***Other matters***

*[Insert other matters under this heading]*

***Other reporting responsibilities***

*[Insert the other legal and regulatory requirements i.e. when there is a responsibility to separately report on the procurement practices followed by the auditee. The form and content of this section of the auditor’s report will vary depending on the nature of the auditor’s other reporting responsibilities.]*

[Auditor’s signature]

[Date of the auditor’s report]

[Auditor’s address]