# [Entity]

# Year ended [Date]

**Date** [DATE]

**Attendees** [NAME], [ENTITY NAME]

[NAME], OAG

| Questions **(*The italicized questions are mandatory.*** All others are examples of questions that could be addressed to Internal Audit**).** | | **Response** | |
| --- | --- | --- | --- |
| **a) Questions to gain an understanding of the commitment of Internal Audit regarding fraud prevention, deterrence and detection.**   * *What are your views regarding the risk of fraud in the entity?* * *Are you aware of any instances of fraud perpetrated or suspected?* * [Additional question] * [Additional question] | |  | |
| **b) Questions to gain an understanding of how Internal Audit monitors controls and programmes that prevent, deter or detect fraud.**   * *What specific Internal Audit procedures have been performed (or are planning to perform) to prevent, deter, or detect fraud?* * Have you conducted any specific reviews at the request of management? * *Has management satisfactorily responded to internal audit findings and recommendations throughout the year, regarding the risk or detection of fraud?* * [Additional question] * [Additional question] | |  | |
| **c) Questions about instances of management override of controls.**   * Are you aware of instances of management override of controls? If so, please explain the nature and circumstances of such overrides. * [Additional question] * [Additional question] | |  | |
| **d) Questions about the risks of material misstatement due to error.**  [Using your knowledge of the entity and its environment as well as information from other risk assessment procedures, make inquiries of internal audit personnel regarding the identification and assessment of the risks of material misstatement due to error. Such inquiries may include, for example:   * Changes in business or financial risks * New or changes in significant contracts, complex, or unusual transactions * Consideration of financial performance measures, including impact on compensation] | |  | |

**Note:** When addressing questions to gain an understanding of Internal Audit’s assessment of risk of material misstatement due to fraud or error and related controls, teams should consider the linkage with the assessment of internal control components.