

Specification of Competency Standards for the Retail Banking

Unit of Competency

Compliance and Risk Management > 4.5 Audit

Title	Conduct audit reporting
Code	107419L4
Range	Report audit results. This applies to different kinds of audit programme adopted in different areas of the bank
Level	4
Credit	3
Competency	<p>Performance Requirements</p> <p>1. Organise audit results Be able to:</p> <ul style="list-style-type: none"> • Oversee records, entries and audit trail to ensure accuracy of information • Liaise with assigned auditors on audit assignment; provide them with information and review their documents to ensure that proper and accurate documentation is in accord with internal audit standards and external regulations <p>2. Report audit results Be able to:</p> <ul style="list-style-type: none"> • Report incidents, risks areas and suspicious cases through audit reports or related correspondence • Prepare audit report and other relevant information and present to management alongside with recommendations in a timely and accurate manner • Report on audit portfolio which indicate status of the bank for management to make decision • Meet with external auditors or regulators to discuss findings on audits
Assessment Criteria	<p>The integral outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> • Accurate audit reports produced with indifferent and valid opinions provided in accord to internal audit standards and external regulations
Remark	