Planning of Bank Branch Audit

# Why Audit Planning is Necessary ?

1. Threats to banking industry- NPA/ High Operating Cost/ Frauds/ repetitive transactions/ large volume/ limited time for audit/ weak controls.
2. Changing face of Banking Industry
3. Paperless records
4. Variety of products
5. Legal & Statutory requirements
6. Jilani & Ghosh Committee reports requirements
7. Public Accountability

**What is to be planned ?**

1. Time
2. Man Power
3. Documents
4. Areas to be covered/ percentage of checking
5. Review Procedure.

**Three Stages of Planning**

1. Before Audit

* Reading various provisions and related material
* Preparing checklist and loading formats on laptop.
* Conduct discussion of team members. (In house training)

1. During Audit

* Verify system and internal controls
* Check business mix
* Contact Central Statutory Auditors for debatable issues
* Daily review of work completed
* Compile working papers.
* Draft of Report to be prepared simultaneously.
* Check Data required to be certified.

1. After Audit

* Review total work done
* Discuss draft report
* Prepare final report.
* Various Certificates to be given.
* Take confirmations & certificates from Branch.
* Compile working papers for Peer Review.