

Audit-Ready Loss Register Document

Organization Details

Organization Name	Acme Corp Ltd.
Department	Finance
Reporting Period	01-Jan-2024 to 31-May-2024
Prepared By	John Doe
Date Prepared	31-May-2024

Loss Register

#	Date of Loss	Loss Reference	Description	Type of Loss	Amount	Reported By	Status	Remarks
1	10-Feb-2024	LR-2024-001	Loss due to system downtime	Operational	5,000	Alice Smith	Investigated	Root cause identified
2	03-Mar-2024	LR-2024-002	Fraudulent transaction	Fraud	12,000	Bob Lee	Resolved	Funds partially recovered
3	21-May-2024	LR-2024-003	Data breach report	Information Security	9,500	Jane Miller	Under Review	Investigation ongoing

Summary

Total Losses Recorded	3
Aggregate Loss Amount	26,500

Important Notes

- Ensure all losses, including near-misses, are recorded promptly with adequate details.
- The loss register should be reviewed and updated regularly to reflect the current status.
- Supporting evidence for each loss entry must be retained for audit verification.
- Access to this document should be restricted to authorized personnel only.
- Follow organizational policies and regulatory requirements when maintaining the loss register.