

# External Audit Report

## 1. Report Details

Organization Name:	Sample Organization Ltd.
Audit Period:	1 January 2023 – 31 December 2023
Report Date:	12 March 2024
Auditing Firm:	External Auditors & Co.
Lead Auditor:	John Doe, CPA

## 2. Executive Summary

This report summarizes the findings of the external audit conducted for Sample Organization Ltd. for the financial year ended 31 December 2023. The audit was performed in accordance with generally accepted auditing standards.

## 3. Scope of Audit

The audit covered the examination of financial statements including the balance sheet, income statement, cash flow statement, and supporting records. The procedures included verification of assets and liabilities, review of internal controls, and tests of relevant transactions.

## 4. Audit Findings

- Financial statements present fairly the financial position of the organization as of 31 December 2023.
- No significant internal control weaknesses identified during the review period.
- One instance of late bank reconciliation observed; management has since addressed the issue.

## 5. Auditor's Opinion

In our opinion, the accompanying financial statements give a true and fair view of the financial position of Sample Organization Ltd. as at 31 December 2023, in accordance with applicable accounting standards.

## 6. Recommendations

- Continue regular review and reconciliation of bank statements to ensure timely detection of discrepancies.
- Maintain periodic training for finance staff on internal control procedures.

## 7. Acknowledgement

We appreciate the cooperation and assistance provided by the management and staff during the course of the audit.

## 8. Signature

**John Doe**

Lead Auditor, External Auditors & Co.

Date: 12 March 2024

**Important Notes:**

- This report is confidential and intended solely for the use of the organization's management and stakeholders.
- External audit reports must adhere to professional audit standards and ethical guidelines.
- Findings and recommendations should be addressed by management to improve organizational processes.
- Distribution or disclosure of this report requires prior consent of the audited organization and the auditors.