

AUDIT COMMITTEE PLANNING

Do you have the right governance structure in place?

Note: The current AC meeting is the Q3 2019 meeting, being conducted in November 2019				8	G	# # #				
Financial M Review financia	AUDIT	COMMITTEE MEETING	PLANN	ER						
Review of quart Note: The current AC meeting is the Q3 2019 meeting, being conducted in November 2019 \$\greentlime{\greentli				ded						
New accounting	being conducte	d in November 2013	± 5	Ď	Y2211	1000	0.000	¥		
Review of critic		AUDIT COMMITTEE N	MEETIN	G PL	ANN	IER				
Status of signific issues	Governance									
Litigation updat	Report to the bo	Note: The current AC meeting is the Q3 2019 me	eting,			-	1			
Executive session	Review of Audit	being conducted in November 2019		Annually	erly	Needed	_ ا	N.		& YE
Other matters (Evaluate perforr			nu.	Quarterly	ž	5	25	8	04 &
Risk assessment	Reappoint, repla			4	a	A S				
Internal Au	Evaluate Audit C									
Review of inter								X		_
Scope of plan fo	Approve audit o	Client service team and expertise		X				x		
Assessment of i	confirm mutual	Engagement letter	4	x				X		
Compliance rev	Approve minute Executive sessio	Scope of interim reviews and annual audit		x				×		
Compliance rev	Orientation of n	Determination that audit fees are sufficient to perfor	m a quality audit	x						х
expenses Summary of sign	Engage indepen	Pre-approval of audit and non-audit services			x	х	x	x	x	×
annual plan	Review complain	Results of annual audit (including required communi-	cations)	x			X		"	
Executive session	matters	Results of timely quarterly reviews (including require	d		х		x	х	x	
	Inquire of mana breaches of fidu	communications)			Α.				^	
	Inquire as to litis	Report on internal control weakness and other recommanagement responses	nmendations and	х						х
	Review hiring po	Required written communication and discussion of in	ndependence	x					х	
	auditors	Review the auditors' report on quality control matter	rs	х				х		
		Current developments in accounting principles, audit	ting standards,	50.769	х	х	x	х	x	х
		independence standards, or reporting practices				^	_ ^	^	^	
		Discussion of critical accounting policies and all alters treatments discussed with management	native accounting		Х	х	х	х	х	Х
		Areas requiring special attention	*			х				
		Results of special work or procedures				х				
		Executive session with independent auditors	The state of the s		х	х	Y	¥	Y	х

A client was experiencing disconnects in communication between its board of directors and the Finance organization. The board did not feel sufficiently informed of finance activities, and the Finance organization was not receiving appropriate guidance from the board.

An Audit Committee meeting planner was developed and implemented to provide structure and alignment on critical topics, hold executives accountable for ensuring that quarterly meetings took place, and facilitate communications between the board and company management.

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