



AUASB Board Meeting Summary Paper

AGENDA ITEM NO. **6**

Meeting Date: 25 July 2011

Subject: Comfort Letters Update

Date: 11 July 2011

Action Required

For Information Purposes Only

Agenda Item Objectives

To consider the update of the proposed Comfort Letters Exposure Draft.

Background

The PAG met to discuss the latest draft and related issues paper at a meeting on 6 July 2011. The PAG provided some high level feedback during that meeting and agreed to provide detailed feedback by 15 July 2011. The attached draft reflects the PAG's high level comments.

Key changes made to the attached draft since the last version presented to the AUASB include:

1. Appropriate changes to reflect revised U.S. SAS 72 Standard issued in May 2011 (pending finalisation and issuance);
2. Inclusion of a detailed Application and Other Explanatory Material section;
3. Incorporation of terminology used in ASRS 4400 Agreed-upon Procedures Engagements to Report Factual Findings, and other consistency changes.
4. Addition of the following Appendices (U.S Style and non-U.S Style):
 - comfort letter;

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- auditor's letter (when written representations are not provided);
- engagement letter;
- representation letters; and
- bring down comfort letter.

5. Update to reflect PAG high level feedback received on 6 July 2011.

Next Steps

The AUASB Technical Group intends to circulate an updated draft to the Board for review after the PAG's detailed feedback has been incorporated.

AUASB Technical Group Recommendations

The AUASB Technical Group requests the Board to provide feedback on significant issues only at this stage.

Material Presented

Agenda Item 6	Board Meeting Summary Paper
Agenda Item 6.1	Exposure Draft (Clean Version)
Agenda Item 6.2	Exposure Draft (Marked Up Version [electronic copy only])

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