


**International Federation of Accountants**

545 Fifth Avenue, 14th Floor, New York, NY 10017 USA

Tel +1 (212) 286-9344 Fax +1 (212) 286-9570 www.ifac.org

**Agenda Item**
**3**
**Committee:** IAASB

**Meeting Location:** New York

**Meeting Date:** February 16–18, 2004

**Documentation**
**Objectives of Agenda Item**

To review the issues identified in Agenda Item 3-A and to provide the Documentation Task Force with feedback and guidance.

**Background**

The IAASB approved a project to revise ISA 230, “Documentation,” at its meeting in December 2002. The introduction to the Issues Paper provides a summary of the main objectives of this project. The Task Force is chaired by IAASB Member Roger Dassen.

**Activities Since Last IAASB Discussions**

The Task Force has met three times by conference call to discuss the issues to bring to this meeting. The Task Force reviewed corresponding standards and guidance issued by a number of national standard setters after the original ISA 230 had been issued as well as the formal comments that the IAASB received in November 2002 from IOSCO’s Standing Committee No. 1 based on the latter’s review of extant ISA 230.

The agenda papers were distributed to the Board at its Tokyo and Berlin meetings but due to time constraints, they were not presented. The Task Force has not had the opportunity to meet to discuss the exposure draft on audit documentation that the U.S. PCAOB issued on November 21, 2003 but will consider this at its next meeting.

**Material Presented**

Agenda Item 3-A (Pages 115 – 130)	Issues paper, including an appendix setting out the Task Force’s proposed responses to IOSCO’s comments
Agenda Item 3-B (Pages 131 – 140)	Preliminary draft of proposed revised ISA 230 for reference purposes only

**Action Requested**

The IAASB is asked to review the issues paper and provide the Task Force with feedback and guidance.

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