

**PROPOSED INTERNATIONAL STANDARD ON AUDITING 550  
(REVISED AND REDRAFTED)****RELATED PARTIES**

(Effective for audits of financial statements for periods beginning on or after [December 15, 2009])

**[CLEAN DRAFT]****CONTENTS [To be updated]**

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## Introduction

### Scope of this ISA

1. This International Standard on Auditing (ISA) deals with the auditor's responsibilities regarding related party relationships and transactions when performing an audit of financial statements. Specifically, it expands on how ISA 315 (Redrafted),<sup>1</sup> ISA 330 (Redrafted),<sup>2</sup> and ISA 240 (Redrafted)<sup>3</sup> are to be applied in relation to risks of material misstatement associated with related party relationships and transactions.

#### *Nature of Related Party Relationships and Transactions*

2. Many related party transactions are in the normal course of business. In such circumstances, they may carry no higher risk of material misstatement of the financial statements than similar transactions with unrelated parties. However, the nature of related party relationships and transactions may, in some circumstances, give rise to higher risks of material misstatement of the financial statements than transactions with unrelated parties. For example:
  - Related parties may operate through an extensive and complex range of relationships and structures, with a corresponding increase in the complexity of related party transactions.
  - Information systems may be ineffective at identifying or summarizing transactions and outstanding balances between an entity and its related parties.
  - Related party transactions may not be conducted under normal market terms and conditions; for example, some related party transactions may be conducted with no exchange of consideration.

#### *Responsibilities of the Auditor*

3. Because related parties are not independent of each other, many financial reporting frameworks establish specific disclosure requirements for related party relationships, transactions and balances to enable users of the financial statements to understand their nature and actual or potential effects on the financial statements. Where the applicable financial reporting framework establishes such requirements, the auditor has a responsibility to perform audit procedures to identify, assess and respond to the risks of material misstatement arising from the entity's failure to appropriately account for or disclose related party relationships, transactions or balances in accordance with the requirements of the framework. (Ref: Para. A4)
4. Even if the applicable financial reporting framework establishes minimal or no related party requirements, the auditor nevertheless needs to obtain an understanding of the entity's related party relationships and transactions sufficient to be able to conclude whether the financial statements, insofar as they are affected by those relationships and transactions: (Ref: Para. A1)
  - (a) Achieve fair presentation (for fair presentation frameworks); or (Ref: Para. A2)

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<sup>1</sup> ISA 315 (Redrafted), "Identifying and Assessing the Risks of Material Misstatement Through Understanding the Entity and Its Environment."

<sup>2</sup> ISA 330 (Redrafted), "The Auditor's Responses to Assessed Risks."

<sup>3</sup> ISA 240 (Redrafted), "The Auditor's Responsibilities Relating to Fraud in an Audit of Financial Statements."

- (b) Are not misleading (for compliance frameworks). (Ref: Para. A3)
5. In addition, an understanding of the entity's related party relationships and transactions is relevant to the requirement for the auditor to evaluate whether one or more fraud risk factors are present,<sup>4</sup> because fraud may be more easily committed through related parties.
6. Owing to the inherent limitations of an audit, there is an unavoidable risk that some material misstatements of the financial statements will not be detected, even though the audit is properly planned and performed in accordance with the ISAs.<sup>5</sup> In the context of related parties, inherent limitations on the auditor's ability to detect material misstatements are greater for such reasons as the following: **[ISSUE D]**
- Management may be unaware of the existence of all related party relationships and transactions.
  - Related party relationships may present a greater opportunity for collusion, concealment or manipulation by management.
7. Maintaining the required attitude of professional skepticism throughout the audit<sup>6</sup> is therefore particularly important in this context, given the potential for undisclosed related party relationships and transactions. The requirements in this ISA are designed to assist the auditor in identifying and assessing the risks of material misstatement associated with related party relationships and transactions, and in designing audit procedures to respond to such risks.

### Effective Date

8. This ISA is effective for audits of financial statements for periods beginning on or after [December 15, 2009].

### Objectives

9. The objectives of the auditor are: **[ISSUE A]**
- (a) To obtain sufficient appropriate audit evidence about whether related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the applicable financial reporting framework; and
  - (b) Irrespective of whether the applicable financial reporting framework establishes related party requirements, to obtain an understanding of related party relationships and transactions sufficient to be able:
    - (I) To recognize fraud risk factors, if any, arising from related party relationships and transactions that are relevant to the identification and assessment of the risks of material misstatement due to fraud; and

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<sup>4</sup> ISA 240 (Redrafted), paragraph 24.

<sup>5</sup> [Proposed] ISA 200 (Revised and Redrafted), "Overall Objective of the Independent auditor, and the Conduct of an Audit in Accordance with International Standards on Auditing," paragraph [A37].

<sup>6</sup> [Proposed] ISA 200 (Revised and Redrafted), paragraph [18].

- (II) To conclude whether the financial statements, insofar as they are affected by those relationships and transactions:
- (i) Achieve fair presentation (for fair presentation frameworks); or
  - (ii) Are not misleading (for compliance frameworks).

## Definitions

10. For purposes of the ISAs, the following terms have the meanings attributed below:

- (a) “Arm’s length transaction” – A transaction conducted on such terms and conditions as between a willing buyer and a willing seller who are unrelated and are acting independently of each other and pursuing their own best interests; and
- (b) “Related Party” – (Ref: Para. A5-A6) **[ISSUE B(I)]**
  - (i) A person or other entity that has control or significant influence, directly or indirectly through one or more intermediaries, over the entity;
  - (ii) Another entity over which the entity has control or significantly influence, directly or indirectly through one or more intermediaries; or
  - (iii) Another entity that is under common control with the entity by virtue of being a fellow subsidiary within a group. (Ref: Para. A7)

When the applicable financial reporting framework provides additional criteria or more specificity in defining related parties, the definition in the framework is used in addition to (i) to (iii) above.

## Requirements

### Risk Assessment Procedures and Related Activities

11. As part of the risk assessment procedures and related activities the auditor is required to perform during the audit,<sup>7</sup> the auditor shall perform the audit procedures and related activities set out in paragraphs 12 to 18 to obtain information relevant to identifying the risks of material misstatement associated with related party relationships and transactions.

### *Understanding the Entity’s Related Party Relationships and Transactions*

12. The team discussion that key members of the engagement team are required to hold<sup>8</sup> shall include specific consideration of the susceptibility of the financial statements to material misstatements due to fraud or error that could result from the entity’s related party relationships and transactions. (Ref: Para. A8-A9)
13. The auditor shall inquire of management regarding: **[ISSUE F]**
- (a) The identity of the entity’s related parties; (Ref: Para. A10-A12)

<sup>7</sup> ISA 315 (Redrafted), paragraph 5.

<sup>8</sup> ISA 315 (Redrafted), paragraph 10; and ISA 240 (Redrafted), paragraph 15.

- (b) The nature of the relationships between the entity and these related parties; and
  - (c) Whether the entity entered into any transactions with these related parties during the period, and if so, the type and purpose of the transactions.
14. The auditor shall inquire of management and others within the entity, and perform other risk assessment procedures considered appropriate, to obtain an understanding of the controls, if any, that management has established to: (Ref: Para. A13-A17, A20)
- (a) Identify, account for, and disclose related party relationships and transactions in accordance with the applicable financial reporting framework; and
  - (b) Authorize and approve significant transactions and arrangements with related parties. (Ref: Para. A18 and A25) **[ISSUE G]**
15. If the entity does not have controls over related party relationships and transactions that are relevant to the audit, the auditor shall inquire of management and others within the entity, and perform other risk assessment procedures considered appropriate, to obtain an understanding of the controls, if any, that management has established to authorize and approve significant transactions and arrangements outside the entity's normal course of business. (Ref: Para. A18, A21 and A25) **[ISSUE G]**
16. The auditor shall share relevant information obtained about the entity's related parties with the other members of the engagement team. (Ref: Para. A19)

*Maintaining Alertness for Related Party Information When Performing the Audit*

17. If the auditor identifies significant transactions outside the entity's normal course of business, the auditor shall inquire of management: (Ref: Para. A21)
- (a) To understand the nature of these transactions; and (Ref: Para. A22)
  - (b) Whether related parties could be involved. (Ref: Para. A23) **[ISSUE B(I)]**
18. The auditor shall inspect, at a minimum, the following documents for information that may indicate the existence of related party relationships or transactions: (Ref: Para. A24)
- (a) Bank and legal confirmations obtained as part of the auditor's procedures; and
  - (b) Minutes of meetings of shareholders and of those charged with governance.

During the audit, the auditor shall also be alert for arrangements or other information that may indicate the existence of related party relationships or transactions that management has not previously identified or disclosed to the auditor. (Ref: Para. A25) **[ISSUE H]**

## **Identification and Assessment of the Risks of Material Misstatement Associated with Related Party Relationships and Transactions**

19. In meeting the requirement to identify and assess the risks of material misstatement,<sup>9</sup> the auditor shall treat identified significant related party transactions outside the entity's normal course of business as giving rise to significant risks. **ISSUE I**
20. If the auditor identifies fraud risk factors when performing the risk assessment procedures and related activities in connection with related parties, the auditor shall consider such information when identifying and assessing the risks of material misstatement due to fraud in accordance with ISA 240 (Redrafted). (Ref: Para. A26-A27)

## **Responses to the Risks of Material Misstatement Associated with Related Party Relationships and Transactions**

21. As part of the requirement for the auditor to respond to assessed risks,<sup>10</sup> the auditor designs and performs further audit procedures that are responsive to the assessed risks of material misstatement associated with related party relationships and transactions. These audit procedures shall include those required by paragraphs 22-25. (Ref: Para. A28-A31)

### *Identification of Previously Unidentified or Undisclosed Related Parties or Significant Related Party Transactions*

22. If the auditor identifies arrangements or information that suggests the existence of related party relationships or transactions that management has not previously identified or disclosed to the auditor, the auditor shall determine whether the underlying circumstances confirm the existence of those relationships or transactions.
23. If the auditor identifies related parties or significant related party transactions that management has not previously identified or disclosed to the auditor, the auditor shall: **ISSUE J**
  - (a) Promptly communicate the relevant information to the other members of the engagement team; (Ref: Para. A32)
  - (b) Where the applicable financial reporting framework establishes related party requirements:
    - (i) Request management to identify all transactions with the newly identified related parties for the auditor's further evaluation; and
    - (ii) Inquire as to why the entity's controls over related party relationships and transactions failed to enable the identification or disclosure of the related party relationships or transactions;
  - (c) Perform appropriate substantive audit procedures to respond to risks relating to such newly identified related parties or significant related party transactions; and (Ref: Para. A33)

<sup>9</sup> ISA 315 (Redrafted), paragraph 24.

<sup>10</sup> ISA 330 (Redrafted), paragraphs 5-6.

- (d) If the non-disclosure by management appears intentional, evaluate the implications for the audit. (Ref: Para. A34)

*Identified Significant Related Party Transactions Outside the Entity's Normal Course of Business*

24. For identified significant related party transactions outside the entity's normal course of business, the auditor shall:
- (a) In meeting the requirement to evaluate the business rationale of the transactions,<sup>11</sup> evaluate whether their terms and the way they have been accounted for are consistent with management's explanations; and (Ref: Para. A35-A36)
  - (b) Obtain audit evidence that they have been appropriately authorized and approved. (Ref: Para. A37-A38)

*Assertions that Related Party Transactions were Conducted on Terms Equivalent to Those Prevailing in an Arm's Length Transaction*

25. When management has made an assertion in the financial statements stating that a related party transaction was conducted on terms equivalent to those prevailing in an arm's length transaction, the auditor shall obtain sufficient appropriate audit evidence about the assertion. If the auditor is unable to obtain sufficient appropriate audit evidence about the assertion, the auditor shall request management to delete or correct the assertion as appropriate. If management disagrees, the auditor shall consider the implications on the audit, including on the auditor's report. (Ref: Para. A39-A42)

**Evaluation of the Accounting for and Disclosure of Identified Related Party Relationships and Transactions**

26. In forming the opinion on the financial statements, the auditor shall evaluate: (Ref: Para. A43)
- (a) Whether the identified related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the applicable financial reporting framework; and (Ref: Para. A44)
  - (b) Whether the effects of the related party relationships and transactions:
    - (i) Prevent the financial statements from achieving fair presentation (for fair presentation frameworks); or (Ref: Para. A2)
    - (ii) Cause the financial statements to be misleading (for compliance frameworks). (Ref: Para. A3)

**Written Representations**

27. Where the applicable financial reporting framework establishes related party requirements, the auditor shall obtain written representations from management and, where appropriate, those charged with governance that: (Ref: Para. A45-A46) **[ISSUE K]**
- (a) They have disclosed to the auditor the identity of the entity's related parties and all the

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<sup>11</sup> ISA 240 (Redrafted), paragraph 32(c).



- related party relationships and transactions of which they are aware; and
- (b) They have appropriately accounted for and disclosed such relationships and transactions in accordance with the requirements of the framework.

### **Communication with Those Charged with Governance**

28. Unless all of those charged with governance are involved in managing the entity, the auditor shall communicate with those charged with governance significant matters identified during the audit regarding the entity's related party relationships and transactions. (Ref: Para. A47)

### **Documentation**

29. In meeting the documentation requirements of ISA 230 (Redrafted)<sup>12</sup> and other ISAs, the auditor shall include in the audit documentation the names of the identified related parties and the nature of the related party relationships.

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## **Application and Other Explanatory Material**

### **Responsibilities of the Auditor** (Ref: Para. 3-4)

- A1. An applicable financial reporting framework that establishes minimal related party requirements is one that defines the meaning of a related party but that definition has a substantially narrower scope than the definition set out in paragraph 10(b) of this ISA, so that a requirement in the framework to disclose related party relationships and transactions would apply to substantially fewer related party relationships and transactions. **ISSUE B(III)**
- A2. In the context of a fair presentation framework,<sup>13</sup> related party relationships and transactions may cause the financial statements to fail to achieve fair presentation if, for example, the economic reality of such relationships and transactions is not appropriately reflected in the financial statements. For instance, fair presentation may not be achieved if the sale of a property by the entity to a controlling shareholder at a price above or below fair market value has been accounted for as a transaction involving a profit or loss for the entity when it may constitute a contribution or return of capital or the payment of a dividend.
- A3. In the context of a compliance framework,<sup>13</sup> whether related party relationships and transactions cause the financial statements to be misleading depends upon the particular circumstances of the engagement. For example, the financial statements may be prepared for the benefit of a third party who is contemplating acquiring a significant equity stake in the entity at a price that is premised on the entity's ability to continue as a going concern. The financial statements may be misleading in these circumstances if the entity's status as a going concern depends largely on the financial support of one or more related parties, and that fact is

<sup>12</sup> ISA 230 (Redrafted), "Audit Documentation."

<sup>13</sup> [Proposed] ISA 200 (Revised and Redrafted), paragraph [16(a)], defines the meaning of fair presentation and compliance frameworks.

not disclosed. However, it will be extremely rare for the auditor to consider financial statements that are prepared and presented in accordance with a compliance framework to be misleading if in accordance with [proposed] ISA 210 (Redrafted)<sup>14</sup> the auditor determined that the framework is acceptable.<sup>15</sup>

#### Considerations Specific to Public Sector Entities

- A4. The public sector auditor's responsibilities regarding related party relationships and transactions may be affected by the audit mandate, or by obligations on public sector entities arising from legislation, regulation, ministerial directives, government policy requirements, or resolutions of the legislature. Consequently, the public sector auditor's responsibilities may not be limited to addressing the risks of material misstatement associated with related party relationships and transactions, but may also include a broader responsibility to address the risks of non-compliance with laws and regulations governing public sector bodies that lay down specific requirements in the conduct of business with related parties. Further, the public sector auditor may need to have regard to public sector financial reporting requirements for related party relationships and transactions that may differ from those in the private sector.

#### **Relationships that may Indicate Control or Significant Influence** (Ref: Para. 10(b))

- A5. Many financial reporting frameworks discuss the concepts of control and significant influence. Although they may discuss these concepts using different terms, they generally explain that:
- (a) Control is the power to govern the financial and operating policies of an entity so as to obtain benefits from its activities; and
  - (b) Significant influence (which may be gained by share ownership, statute or agreement) is the power to participate in the financial and operating policy decisions of an entity, but is not control over those policies. **[ISSUE B(IV)]**
- A6. The following relationships may indicate the existence of control or significant influence:
- (a) Direct or indirect equity or other financial interests in the entity.
  - (b) The entity's direct or indirect equity or other financial interests in other entities.
  - (c) Being part of those charged with governance or key management (i.e. those members of management who have the authority and responsibility for planning, directing and controlling the activities of the entity). **[ISSUE B(IV)]**
  - (d) Being a close family member of any person referred to in subparagraph (c).
  - (e) Having a business relationship with any person referred to in subparagraph (c).
- A7. In this ISA, another entity is not considered to be a related party of the entity if it is only related because both the entity and the other entity are controlled or significantly influenced by a state (i.e. a national, regional or local government), unless there is evidence that the entity

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<sup>14</sup> [Proposed] ISA 210 (Redrafted), "Agreeing the Terms of Audit Engagements."

<sup>15</sup> [Proposed] ISA 700 (Redrafted), "The Independent Auditor's Report on General Purpose Financial Statements," paragraph [A14].

exercises influence over, or is influenced by, the other entity. Evidence of the exercise of such influence includes, for example, when the other entity: **[ISSUE B(II)]**

- (a) Transacts business with the entity on terms and conditions that are not equivalent to those prevailing in arm's length transactions (otherwise than through regulation);
- (b) Shares resources with the entity; or
- (c) Engages in economically significant transactions with the entity.

## **Risk Assessment Procedures and Related Activities**

### *Understanding the Entity's Related Party Relationships and Transactions*

Discussion among the Engagement Team (Ref: Para. 12)

A8. Matters that may be addressed in the discussion among the engagement team include:

- The nature and extent of the entity's relationships and transactions with related parties (using, for example, the auditor's record of identified related parties updated after each audit).
- An emphasis on the importance of maintaining an attitude of professional skepticism throughout the audit regarding the potential for material misstatement associated with related party relationships and transactions.
- The circumstances or conditions of the entity that may indicate the existence of related party relationships or transactions that management has not identified or disclosed to the auditor (for example, a complex organizational structure or an inadequate information system).
- The importance that management and those charged with governance attach to the identification, appropriate accounting for, and disclosure of related party relationships and transactions (if the applicable financial reporting framework establishes related party requirements), and the related risk of management override of relevant controls.

A9. In addition, the discussion in the context of fraud may include specific consideration of how related parties may be involved in fraud. For example:

- A consideration of circumstances that might indicate earnings management that could result in fraudulent financial reporting may include consideration of how special-purpose entities<sup>16</sup> controlled by management might be used to facilitate earnings management.
- A consideration of transactions between the entity and a known business partner of a key member of management may include consideration of how the transactions could be arranged to facilitate misappropriation of the entity's assets.

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<sup>16</sup> Special-purpose entities (sometimes referred to as structured finance entities) are entities that are established for specific limited purposes, such as providing financing, liquidity, hedging or credit support.

Inquiries and Other Risk Assessment Procedures (Ref: Para. 13-16)

A10. Where the applicable financial reporting framework establishes related party requirements, information regarding the identity of the entity's related parties is likely to be available to management because the entity's information systems will need to record, process and summarize related party relationships and transactions to enable the entity to meet the accounting and disclosure requirements of the framework. Where the framework does not establish related party requirements, however, the entity may not have such information systems in place. Under those circumstances, the auditor's inquiries regarding the identity of the entity's related parties are likely to form part of the auditor's risk assessment procedures and related activities performed in accordance with ISA 315 (Redrafted) to obtain information regarding:

- The entity's ownership and governance structures;
- The types of investments that the entity is making and plans to make; and
- The way the entity is structured and how it is financed. **ISSUE F**

A11. In the context of a group audit, the group engagement team is required to provide each component auditor with a list of related parties prepared by group management and any other related parties of which the group engagement team is aware.<sup>17</sup> Where the entity is a component within a group, this information provides a useful basis for the auditor's inquiries of management regarding the identity of the entity's related parties.

A12. The auditor may also obtain some information regarding the identity of the entity's related parties through inquiries of management during the engagement acceptance or continuance process.

A13. Others within the entity are those considered likely to have knowledge of the entity's related party relationships and transactions, and the entity's controls over such relationships and transactions. These may include, to the extent that they do not form part of management:

- Those charged with governance;
- Personnel in a position to initiate, process, or record transactions that are both significant and outside the entity's normal course of business, and those who supervise or monitor such personnel;
- Internal audit;
- In-house legal counsel; and
- The chief ethics officer or equivalent person.

A14. The audit is conducted on the premises that management and, where appropriate, those charged with governance acknowledge and understand their responsibility for:

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<sup>17</sup> ISA 600 (Revised and Redrafted), "Special Considerations—Audits of Group Financial Statements (Including the Work of Component Auditors)," paragraph 40(e).

- The preparation and presentation of the financial statements in accordance with the applicable financial reporting framework; and
- The design, implementation and maintenance of internal control relevant to the preparation and presentation of financial statements that are free from material misstatement, whether due to fraud or error.<sup>18</sup>

Accordingly, where the framework establishes related party requirements, management, with oversight from those charged with governance, is responsible for the design, implementation and maintenance of adequate controls over related party relationships and transactions so that these are identified and appropriately accounted for and disclosed in accordance with the framework. In their oversight role, those charged with governance are responsible for monitoring how management is discharging its responsibility for such controls. Regardless of any related party requirements the framework may establish, those charged with governance may, in order to fulfill their oversight responsibilities, obtain from management information to enable them to understand the nature and business rationale of the entity's related party relationships and transactions.

A15. In meeting the requirement to obtain an understanding of the control environment,<sup>19</sup> the auditor may consider features of the control environment relevant in mitigating the risks of material misstatement associated with related party relationships and transactions, such as:

- Internal ethical codes, appropriately communicated to the entity's personnel and enforced, governing the circumstances in which the entity may enter into specific types of related party transactions.
- Policies and procedures for open and timely disclosure of the interests that management and those charged with governance have in related party transactions.
- The assignment of responsibilities within the entity for identifying, recording, summarizing, and disclosing related party transactions.
- Timely disclosure and discussion between management and those charged with governance of significant related party transactions outside the entity's normal course of business, including whether those charged with governance have appropriately challenged the business rationale of such transactions (for example, by seeking advice from external professional advisors).
- Clear guidelines for the approval of related party transactions involving actual or perceived conflicts of interest, such as approval by a subcommittee of those charged with governance comprising individuals independent of management.
- Periodic reviews by internal audit, where applicable.
- Proactive action taken by management to resolve related party disclosure issues, such as by seeking advice from the auditor or external legal counsel.

<sup>18</sup> [Proposed] ISA 200 (Revised and Redrafted), paragraph [8].

<sup>19</sup> ISA 315 (Redrafted), paragraph 14.

- The existence of whistle-blowing policies and procedures, where applicable.

A16. Controls over related party relationships and transactions within some entities may be weak, ineffective or non-existent for a number of reasons, such as:

- The low importance attached by management to identifying and disclosing related party relationships and transactions.
- The lack of appropriate oversight by those charged with governance.
- An intentional disregard for such controls because related party disclosures may reveal information that management considers sensitive, for example, the existence of transactions involving family members of management.
- An insufficient understanding by management of the related party requirements of the applicable financial reporting framework.
- The absence of disclosure requirements under the applicable financial reporting framework.

Where such controls are ineffective or non-existent, the auditor may be unable to obtain sufficient appropriate audit evidence about related party relationships and transactions. In these circumstances, the auditor may need to consider the implications for the audit, including the auditor's report.<sup>20</sup>

A17. Fraudulent financial reporting often involves management override of controls that otherwise may appear to be operating effectively.<sup>21</sup> The risk of management override of controls is higher if management has relationships that involve control or significant influence with parties with which the entity does business because these relationships may present management with greater incentives and opportunities to perpetrate fraud. For example, management's financial interests in certain related parties within the entity's group or in other parties that are not otherwise related parties as defined may provide incentives for management to override controls by (a) directing the entity, against its interests, to conclude transactions benefiting these parties, or (b) colluding with such parties or controlling their actions. Examples of possible fraud include:

- Creating fictitious terms of transactions with related or other parties designed to misrepresent the business rationale of these transactions.
- Fraudulently organizing the transfer of assets from or to management or others at amounts significantly above or below market value.
- Engaging in complex transactions with related or other parties, such as special-purpose entities, that are structured to misrepresent the financial position or financial performance of the entity.

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<sup>20</sup> [Proposed] ISA 705, "Modifications to the Opinion in the Independent Auditor's Report," establishes requirements and provides guidance when a modification to the auditor's opinion on the financial statements is required.

<sup>21</sup> ISA 240 (Redrafted), paragraphs 31 and A4.

A18. Authorization involves the granting of permission by a party or parties with the appropriate authority (whether management, those charged with governance or the entity's shareholders) for the entity to enter into specific transactions in accordance with pre-determined criteria, whether judgmental or not. Approval involves those parties' acceptance of the transactions the entity has entered into as having satisfied the criteria on which authorization was granted. Examples of controls the entity may have established to authorize and approve significant transactions and arrangements with related parties or significant transactions and arrangements outside the entity's normal course of business include:

- Monitoring controls to identify such transactions and arrangements for authorization and approval.
- Approval of the terms and conditions of the transactions and arrangements by management, those charged with governance, or, where applicable, shareholders.

A19. Relevant related party information that may be shared among the engagement team members includes, for example:

- The identity of the entity's related parties.
- The nature of the related party relationships and transactions.
- Significant or complex related party relationships or transactions that may require special audit consideration, including transactions in which management or those charged with governance are financially involved.

#### Considerations Specific to Smaller Entities

A20. Control activities in smaller entities are likely to be less formal and smaller entities may have no documented processes for dealing with related party relationships and transactions. An owner-manager may mitigate some of the risks arising from related party transactions, or potentially increase those risks, through active involvement in all the main aspects of the transactions. Accordingly, for such entities, the auditor may find that inquiry of management will provide the main means of obtaining an understanding of the related party relationships and transactions.

#### *Maintaining Alertness for Related Party Information When Performing the Audit* (Ref: Para. 17-18)

A21. Obtaining further information on significant transactions outside the entity's normal course of business enables the auditor to evaluate whether fraud risk factors, if any, are present and, where the applicable financial reporting framework establishes related party requirements, to identify the risks of material misstatement. Examples of transactions outside the entity's normal course of business may include:

- Complex equity transactions, such as corporate restructurings or acquisitions.
- Transactions with offshore entities in jurisdictions with weak corporate laws.
- The leasing of premises or the rendering of management services by the entity to another party if no consideration is exchanged.
- Sales transactions with unusually large discounts or returns.

- Transactions with circular arrangements, for example, sales with a commitment to repurchase.
  - Contracts whose terms are changed before expiry.
- A22. Inquiring into the nature of the significant transactions outside the entity's normal course of business involves obtaining an understanding of the business rationale of the transactions, and the terms and conditions under which these have been entered into.
- A23. A related party could be involved in a significant transaction outside the entity's normal course of business not only by directly influencing the transaction through being a party to the transaction, but also by indirectly influencing it through an intermediary that is not a related party as defined. For example, if the entity forms part of a group that is ultimately controlled by a person and that person also controls another group not related to the entity, that person may be able to influence the terms and conditions of a given transaction between the entity and any component of that other group. Such influence may indicate the presence of a fraud risk factor even though the transaction itself may not be deemed to be a transaction between related parties as defined. **[ISSUE B(I)]**
- A24. In the course of performing other risk assessment procedures, the auditor may also inspect some or all of the following records or documents, which may provide new information about related party relationships and transactions: **[ISSUE H]**
- Third party confirmations obtained by the auditor (in addition to bank and legal confirmations).
  - Entity income tax returns.
  - Information supplied by the entity to regulatory authorities.
  - Shareholder registers to identify the entity's principal shareholders.
  - Statements of conflicts of interest from management and those charged with governance.
  - Records of the entity's investments and those of its pension plans.
  - Specific significant contracts and agreements not in the entity's ordinary course of business, including those involving management or those charged with governance.
  - Specific invoices and correspondence from the entity's professional advisors.
  - Life insurance policies acquired by the entity.
  - Significant contracts re-negotiated by the entity during the period.
  - The entity's internal audit working papers.
  - Records or documents associated with the entity's filings with a securities regulator (for example, prospectuses).
- A25. An arrangement involves a formal or informal agreement between the entity and one or more other parties for such purposes as:



- The establishment of a business relationship through appropriate corporate vehicles or structures.
- The conduct of certain types of transactions under specific terms and conditions.
- The provision of designated services or financial support.

Examples of arrangements that may indicate the existence of related party relationships or transactions that management has not previously identified or disclosed to the auditor include:

- Special-purpose entities.
- Agreements for the provision of services to certain parties under terms and conditions that are outside the entity's normal course of business.
- Guarantees and guarantor relationships.

**Identification and Assessment of the Risks of Material Misstatement Associated with Related Party Relationships and Transactions** (Ref: Para. 20)

A26. Domination of management by a single person or small group of persons without compensating controls is a fraud risk factor.<sup>22</sup> A related party may be in a position to exert such dominant influence. This type of influence may be evidenced in such ways as the following:

- The related party has vetoed significant business decisions taken by management or those charged with governance.
- Significant transactions are referred to the related party for final approval.
- There is little or no debate among management and those charged with governance regarding business proposals initiated by the related party.
- Transactions involving the related party (or a close family member of the related party) are rarely independently reviewed and approved.

The related party's influence may be greater in some cases if it has played a leading role in founding the entity and continues to play a leading role in managing the entity. **[ISSUE E]**

A27. In the presence of other risk factors, the existence of a related party with dominant influence may indicate significant risks of material misstatement due to fraud. For example:

- An unusually high turnover of senior management or professional advisors may suggest unethical or fraudulent business practices that serve the related party's purposes.
- The use of business intermediaries for significant transactions for which there appears to be no clear business justification may suggest that the related party could have an interest in such transactions through control of such intermediaries for fraudulent purposes.
- Evidence of the related party's excessive participation in or preoccupation with the selection of accounting policies or the determination of significant estimates may suggest the possibility of fraudulent financial reporting.

<sup>22</sup> ISA 240 (Redrafted), Appendix 1.

**Responses to the Risks of Material Misstatement Associated with Related Party Relationships and Transactions** (Ref: Para. 21)

A28. The nature, timing and extent of the further audit procedures that the auditor may select to respond to the assessed risks of material misstatement associated with related party relationships and transactions depend upon the nature of those risks and the circumstances of the entity.<sup>23</sup>

A29. Examples of substantive audit procedures that the auditor may perform when the auditor has assessed a significant risk that management has not appropriately accounted for or disclosed specific related party transactions in accordance with the applicable financial reporting framework (whether due to fraud or error) include:

- Confirming or discussing specific aspects of the transactions with intermediaries such as banks, law firms, guarantors, or agents, where practicable and not prohibited by law, regulation or ethical rules.
- Confirming the purposes, specific terms or amounts of the transactions with the related parties (this audit procedure may be less effective where the auditor judges that the entity is likely to influence the related parties in their responses to the auditor).
- Where applicable, reading the financial statements or other relevant financial information, if available, of the related parties for evidence of the accounting of the transactions in the related parties' accounting records.

A30. If the auditor has assessed a significant risk of material misstatement due to fraud as a result of the presence of a related party with dominant influence, the auditor may, in addition to the general requirements of ISA 240 (Redrafted), perform audit procedures such as the following to obtain an understanding of the business relationships that such a related party may have established directly or indirectly with the entity and to determine the need for further appropriate substantive audit procedures:

- Inquiries of, and discussion with, management and those charged with governance.
- Inquiries of the related party.
- Inspection of significant contracts with the related party.
- Appropriate background research, such as through the Internet or specific external business information databases.
- Review of the entity's whistle-blowing records, where available.

A31. Depending upon the results of the auditor's risk assessment procedures, the auditor may consider whether it would be appropriate to obtain audit evidence without testing the entity's controls over related party relationships and transactions. In some circumstances, however, it

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<sup>23</sup> ISA 330 (Redrafted) provides further guidance on considering the nature, timing and extent of further audit procedures. ISA 240 (Redrafted) establishes requirements and provides guidance on appropriate responses to assessed risks of material misstatement due to fraud.

may not be possible to obtain sufficient appropriate audit evidence from substantive audit procedures alone in relation to the risks of material misstatement associated with related party relationships and transactions. For example, where intra-group transactions between the entity and its components are numerous and a significant amount of information regarding these transactions is initiated, recorded, processed or reported electronically in an integrated system, the auditor may determine that it is not possible to design effective substantive audit procedures that by themselves would reduce the risks of material misstatement associated with these transactions to an acceptably low level. In such a case, in meeting the requirement to obtain sufficient appropriate audit evidence as to the operating effectiveness of relevant controls,<sup>24</sup> the auditor would test the entity's controls over the completeness and accuracy of the recording of the related party relationships and transactions.

*Identification of Previously Unidentified or Undisclosed Related Parties or Significant Related Party Transactions* (Ref: Para. 23)

- A32. Communicating promptly any newly identified related parties to the other members of the engagement team assists them in determining whether this information affects the results of, and conclusions drawn from, risk assessment procedures already performed, including whether the risks of material misstatement need to be reassessed.
- A33. Examples of substantive audit procedures that the auditor may perform to respond to risks relating to newly identified related parties or significant related party transactions include:
- Making inquiries regarding the nature of the entity's relationships with the newly identified related parties, including (where appropriate and not prohibited by law, regulation or ethical rules) inquiring of parties outside the entity who are presumed to have significant knowledge of the entity and its business, such as principal agents, major representatives, consultants, guarantors, or other close business partners.
  - Conducting an analysis of accounting records for transactions with the newly identified related parties. Such an analysis may be facilitated using computer-assisted audit techniques.
  - Verifying the terms and conditions of the newly identified related party transactions, and evaluating whether the transactions have been accounted for in accordance with the applicable financial reporting framework.
- A34. If management appears to have intentionally failed to disclose related parties or significant related party transactions to the auditor, this may indicate a risk of material misstatement due to fraud. The requirements and guidance in ISA 240 (Redrafted) regarding the auditor's responsibilities relating to fraud in an audit of financial statements are relevant in these circumstances. The auditor may also consider whether it is necessary to re-evaluate the reliability of management's responses to the auditor's inquiries and management's representations to the auditor.

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<sup>24</sup> ISA 330 (Redrafted), paragraph 8(b).

*Identified Significant Related Party Transactions Outside the Entity's Normal Course of Business*  
(Ref: Para. 24)

A35. In evaluating the business rationale of a significant related party transaction outside the entity's normal course of business, the auditor may consider the following:

- Whether the transaction:
  - Is overly complex (for example, it may involve multiple related parties within a consolidated group).
  - Has unusual terms of trade, such as unusual prices, interest rates, guarantees and repayment terms.
  - Lacks an apparent logical business reason for its occurrence.
  - Involves previously unidentified related parties.
  - Is processed in an unusual manner.
- Whether management has discussed the nature of, and accounting for, such a transaction with those charged with governance.
- Whether management is placing more emphasis on a particular accounting treatment rather than giving due regard to the underlying economics of the transaction.

Where management's explanations are materially inconsistent with the terms of the related party transaction or how the transaction has been accounted for in the financial statements, the auditor may need to consider the reliability of management's explanations and representations on other significant matters.

A36. The auditor may also seek to understand the business rationale of such a transaction from the related party's perspective, as this may help the auditor to better understand the economic reality of the transaction and why it was carried out. A business rationale from the related party's perspective that appears inconsistent with the nature of its business may represent a fraud risk factor.

A37. Authorization and approval by management, those charged with governance, or, where applicable, the shareholders, of significant related party transactions outside the entity's normal course of business may provide audit evidence that these have been duly considered at the appropriate levels within the entity and that their terms and conditions have been appropriately reflected in the financial statements. The existence of transactions of this nature that were not subject to such authorization and approval, in the absence of rational explanations based on discussion with management or those charged with governance, may indicate risks of material misstatement due to error or fraud. In these circumstances, the auditor may need to be alert for other transactions of a similar nature. Authorization and approval alone, however, may not be sufficient in concluding whether risks of material misstatement due to fraud are absent because authorization and approval may be ineffective if there has been collusion between the related parties or if the entity is subject to the dominant influence of a related party.

### Considerations Specific to Smaller Entities

A38. A smaller entity may not have the same compensating controls provided by different levels of authority and approval that may exist in a larger entity. Accordingly, when auditing a smaller entity, the auditor may rely to a lesser degree on authorization and approval for audit evidence regarding the validity of significant related party transactions outside the entity's normal course of business. Instead, the auditor may consider performing other audit procedures such as inspecting relevant documents, confirming specific aspects of the transactions with relevant parties, or observing the owner-manager's involvement with the transactions.

### *Assertions that Related Party Transactions were Conducted on Terms Equivalent to Those Prevailing in an Arm's Length Transaction* (Ref: Para. 25)

A39. Although audit evidence may be readily available regarding how the price of a related party transaction compares to that of a similar arm's length transaction, there are ordinarily practical difficulties that limit the auditor's ability to obtain audit evidence that all other aspects of the transaction are equivalent to those of the arm's length transaction. For example, although the auditor may be able to confirm that a related party transaction has been conducted at a market price, it may be impracticable to confirm whether other terms and conditions of the transaction (such as credit terms, contingencies and specific charges) are equivalent to those that would ordinarily be agreed between independent parties. Accordingly, there may be a risk that management's assertion that a related party transaction was conducted on terms equivalent to those prevailing in an arm's length transaction may be materially misstated.

A40. Management is responsible for the substantiation of an assertion that a related party transaction was conducted on terms equivalent to those prevailing in an arm's length transaction. Management's support for the assertion may include:

- Comparing the terms of the related party transaction to those of an identical or similar transaction with one or more unrelated parties.
- Engaging an external expert to determine a market value and to confirm market terms and conditions for the transaction.
- Comparing the terms of the transaction to known market terms for broadly similar transactions on an open market.

A41. Evaluating management's support for this assertion may involve one or more of the following:

- Considering the appropriateness of management's process for supporting the assertion.
- Verifying the source of the internal or external data supporting the assertion, and testing the data to determine their accuracy, completeness and relevance.
- Evaluating the reasonableness of any significant assumptions on which the assertion is based.

A42. In the absence of audit evidence to substantiate an assertion that a related party transaction was conducted on terms equivalent to those prevailing in an arm's length transaction, a refusal by management to delete or correct such an assertion may have implications for the audit, such as

the reliability of the representations made by management, the assessment of risks of material misstatement due to fraud, consideration of the need to modify the audit opinion, and consideration of whether to withdraw from the engagement. The auditor may also find it appropriate to consult legal counsel.

**Evaluation of the Accounting for and Disclosure of Identified Related Party Relationships and Transactions** (Ref: Para. 26)

*Materiality Considerations in Evaluating Misstatements*

A43. A consideration of the size and nature of a related party transaction and the circumstances of its occurrence is important in evaluating whether a misstatement to which it gives rise is material. The significance of the transaction to the financial statement users may not depend solely on the recorded amount of the transaction but also on other specific relevant factors, such as the nature of the related party relationship. **[ISSUE B(V)]**

*Evaluation of Related Party Disclosures* (Ref: Para. 26(a))

A44. Evaluating the related party disclosures in the context of the disclosure requirements of the applicable financial reporting framework means considering whether the facts and circumstances of the entity's related party relationships and transactions have been appropriately summarized and presented so that the disclosures are understandable. Disclosures of related party transactions may not be understandable if:

- (a) The business rationale and the effects of the transactions on the financial statements are unclear or misstated; or
- (b) Key terms, conditions, or other important elements of the transactions necessary for understanding them are not appropriately disclosed.

**Written Representations** (Ref: Para. 27)

A45. Circumstances in which it may be appropriate to obtain written representations from those charged with governance include:

- When they have approved specific related party transactions that (a) materially affect the financial statements, or (b) involve management.
- When they have made specific oral representations to the auditor on details of certain related party transactions.
- When they have financial or other interests in the related parties or the related party transactions.

A46. The auditor may also obtain written representations regarding specific assertions that management may have made, such as a representation that specific related party transactions do not involve undisclosed side agreements.

**Communication with Those Charged with Governance** (Ref: Para. 28)

A47. Communicating significant related party matters identified during the audit with those charged with governance helps the auditor to establish a common understanding with them of the nature and resolution of these matters. This may also provide an opportunity for the auditor to

alert those charged with governance to significant related party relationships and transactions of which they may not have been previously aware. Examples of significant related party matters include:

- Non-disclosure (whether intentional or not) by management to the auditor of related parties or significant related party transactions. **[ISSUE J]**
- The identification of significant related party transactions that have not been appropriately authorized and approved, which may give rise to suspected fraud.
- Disagreement with management regarding the accounting for and disclosure of significant related party transactions in accordance with the applicable financial reporting framework.
- Non-compliance with applicable law or regulations prohibiting or restricting specific types of related party transactions.
- Difficulties in confirming the identity of the party that ultimately controls the entity.

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