



PHYSICAL INVENTORY

Audit Plan

Audit Objective: Inventory verification (SPMO Bodega 1 – Office Supplies and Bodega 2 Construction Supplies excluding electrical and plumbing supplies)

Audit scope:

- Inventory Risk Assessment
- GAM Compliant
- Audit consists of 240 hours of work (to start on January 23, 2023)

Audit Process


The audit process consists of observance of the physical inventory count, inspection, BAICS survey, data collection, inquiries with employees, review of documents.

Stages	Deliverables	Estimated hours
Risk Assessment <ul style="list-style-type: none">• Understanding the flow of process• Scrutinize the financial statements to identify the risk of material misstatement	<ul style="list-style-type: none">• Compliance checklist• Inventory risk checklist• Suggestions	<ul style="list-style-type: none">• 60
Further audit procedures <ul style="list-style-type: none">• Warehouse inspection• Observe the physical inventory count	<ul style="list-style-type: none">• Audit evidence• Resulting documents from the implementation of the audit procedures	<ul style="list-style-type: none">• 90
Reporting <ul style="list-style-type: none">• Draft report• Follow up meeting• Discussion on risks and recommendations• Incorporation of comments (if any)• Final report	<ul style="list-style-type: none">• Draft report• Final report	<ul style="list-style-type: none">• 90

Conclusion

Our findings and recommendations will be discussed with the auditee before its submission to the Head of Agency.

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