

**CHECKLIST FOR PEER REVIEW OF OIG MONITORING OF
AUDITS PERFORMED BY
INDEPENDENT PUBLIC ACCOUNTANTS**

OIG UNDER REVIEW
& PERIOD REVIEWED: _____

NAME OF AUDIT: _____

CONTROL NO.: _____

	NAME	DATE
REVIEWER (S):	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____

DATE COMPLETED: _____

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	Yes	No	N/A	Remarks and Findings
<p>1. CONTRACTING PROCESS (GAGAS 1.18f)</p> <p>1.1 If the OIG issued a new contract or competitive task order during the review period, did the process address the following items:</p> <ul style="list-style-type: none"> a. Qualifications and experience of the firm. b. Qualifications and experience of the proposed staff. c. Technical approach. d. The need for the auditor to use professional judgment. e. Independence of the firm to consider any existing, ongoing, or planned non-audit services. f. Request an explanation of the firm’s internal quality control system to include such items as audit documentation review procedures, and continuing professional education requirements. g. Request the firm’s latest peer review report, related letter of comment, and the firm’s response to those comments. (Note: If the peer review is more than one year old, the OIG should inquire about the firm’s internal inspection program or equivalent and the results of the most recent review. If the firm did not provide specific information to the OIG request, the reviewer should evaluate the procedures the OIG used to assess the firm’s internal quality control procedures.) h. Audit scope and objectives. i. Requirement to perform the audit in accordance with Government Auditing Standards and other statutory, regulatory, or OMB requirements. j. Establishment of milestones for completion of the audit (or major portions) and the submission of deliverables. k. Provisions for the review of deliverables and access to the audit documentation by the OIG. <p>1.2 If the OIG did not issue a new contract or competitive task order (i.e. they exercised a contract option), did the OIG:</p> <ul style="list-style-type: none"> a. Update their assessment of the firm’s independence to consider any existing, ongoing, or planned non-audit services? 				

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<p>Update their understanding of the firm's internal quality control system to consider such items as documentation review procedures, and continuing professional education requirements?</p> <p>b. Request a copy of the firm's latest peer review report, related letter of comment, and the firm's response to those comments? (Note: If the peer review is more than one year old, the OIG should inquire about the firm's internal inspection program or equivalent and the results of the most recent review. If the firm did not provide specific information to the OIG request, the reviewer should assess the procedures the OIG used to evaluate firm's internal quality control procedures.)</p> <p>d. Update their assessment of the other auditors' qualifications including the qualifications of key staff?</p>				
2. LEVEL OF OIG ASSURANCE				
<p>2.1 Examine the Statement of Work and determine what the capacity/extent the OIG used the IPA. Has the auditor determined and documented the planned level of review at the overall and material line item level in accordance with FAM 650.36? Was the level of review appropriate? (see FAM)</p>				

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<p>3. QUALITY CONTROL (GAGAS 1.27, 3.49-3.52)</p> <p>3.1 If the OIG's policies and procedures were adequate as prescribed were they followed?</p> <p>3.2 If the prescribed policies and procedures were inadequate, inquire of management as to how the standard was met. (Obtain any documentation necessary to support this information.) Was the information provided by management sufficient to ensure that the standards were met? In addition, consider the following whether:</p> <ul style="list-style-type: none"> a. OIG held periodic status meetings, and other meetings, as needed. b. Deliverables were reviewed and issues cleared in a timely manner. c. Key monitoring staff met with the firm to discuss the audit objectives and approach, and determine whether they were consistent with those in the contract and proposal. d. OIG monitored and revised milestones as needed. e. Site visits, if warranted, were performed and in a timely manner. f. OIG monitored other significant audit results. g. OIG performed supplemental audit tests (if warranted). h. Audit documentation was reviewed. If no comments are present in the audit documentation, determine if comments appeared warranted (this determination should be ongoing throughout the review and can be based upon any and all issues that may arise where problems, or potential problems, are noted with the adequacy of the IPA's work). i. Audit documentation was obtained, as needed, to validate the assertions made to ensure that: <ul style="list-style-type: none"> 1. Extent of testing was adequate. 2. Sufficient, competent, and relevant evidence was compiled and analyzed to support audit conclusions. j. The level of monitoring was consistent with the requirements set forth in Section 650 in the FAM. 				

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<p>4. COMPLETION OF THE AUDIT (GAGAS 1.27)</p> <p>4.1. If the OIG's policies and procedures over report review were adequate as prescribed were they followed? Use (or modify, as appropriate) the checklist below and test whether the policies and procedures were followed during the course of the individual audits selected for review.</p> <p>4.2. If the policies and procedures were inadequate as prescribed, was there evidence that: After completion of the audit (may also be performed in whole or part on an on-going basis during the audit) the OIG:</p> <p>a. Reviewed the IPA report (s) for compliance with Government Auditing Standards and other applicable requirements?</p> <p>b. Ensure the report transmittal accurately reflects the extent of assurance of the OIG over the IPA's work?</p> <p>c. Reviewed the IPA's audit documentation for compliance with Government Auditing Standards and other applicable requirements?</p>				

END OF CHECKLIST