

C. Practice Management

1. Quality control

- a. Explain the principles and purpose of quality control of audit and other assurance engagements.
- b. Describe the elements of a system of quality control relevant to a given firm.
- c. Select and justify quality control procedures that are applicable to a given audit engagement.
- d. Assess whether an engagement has been planned and performed in accordance with professional standards and whether reports issued are appropriate in the circumstances.

2. Advertising, publicity, obtaining professional work and fees

- a. Recognize situations in which specified advertisements are acceptable.
- b. Discuss the restrictions on practice descriptions, the use of the ACCA logo and the names of practising firms.
- c. Discuss the extent to which reference to fees may be made in promotional material.
- d. Outline the determinants of fee-setting and justify the bases on which fees and commissions may and may not be charged for services.
- Discuss the ethical and other professional problems, for example, lowballing, involved in establishing and negotiating fees for a specified assignment.

3. Tendering

- a. Discuss the reasons why entities change their auditors/professional accountants.
- b. Recognize and explain the matters to be considered when a firm is invited to submit a proposal or fee quote for an audit or other professional engagement.
- c. Identify the information to be included in a proposal.

4. Professional appointments

- a. Explain the matters to be considered and the procedures that an audit firm/professional accountant should carry out before accepting a specified new client/engagement including:
 - i. client acceptance
 - ii. engagement acceptance
 - iii. establish whether the preconditions for an audit are present
 - iv. agreeing the terms of engagement.

- b. Recognise the key issues that underlie the agreement of the scope and terms of an engagement with a client.

D. Audit of Historical Financial Information

1 Planning, materiality and assessing the risk of misstatement

- a. Define materiality and performance materiality and demonstrate how it should be applied in financial reporting and auditing.
- b. Identify and explain business risks for a given assignment.
- c. Identify and explain audit risks for a given assignment.
- d. Identify and explain financial statement risks for a given assignment.
- e. Discuss and demonstrate the use of analytical procedures in the planning of an assignment.
- f. Explain how the result of planning procedures determines the relevant audit strategy.

2 Evidence

- a. Identify and describe audit procedures to obtain sufficient audit evidence from identified sources.
- b. Identify and evaluate the audit evidence expected to be available to
 - i. support the financial statement assertions and accounting treatments (including fair values).
 - ii. support disclosures made in the notes to the financial statements.
- c. Apply analytical procedures to financial and non-financial data.
- d. Explain the specific audit problems and procedures concerning related parties and related party transactions.
- e. Recognize circumstances that may indicate the existence of unidentified related parties and select appropriate audit procedures.
- f. Evaluate the use of written management representations to support other audit evidence.
- g. Recognize when it is justifiable to place reliance on the work of an expert (e.g. a surveyor employed by the audit client).
- h. Assess the appropriateness and sufficiency of the work of internal auditors and the extent to which reliance can be placed on it.
- i. Audit work papers and documentation

3 Evaluation and review

- a. Evaluate the matters (e.g. materiality, risk, relevant accounting standards, audit evidence) relating to:
 - i. inventory and construction contracts
 - ii. standard costing systems

- iii. statement of cash flows
- iv. changes in accounting policy
- v. taxation (including deferred tax)
- vi. segmental reporting
- vii. non-current assets
- viii. fair value
- ix. leases
- x. revenue recognition
- xi. employee benefits
- xii. government grants
- xiii. related parties
- xiv. earnings per share
- xv. impairment
- xvi. provisions, contingent liabilities and contingent assets
- xvii. intangible assets
- xviii. financial instruments
- xix. investment properties
- xx. share-based payment transactions
- xxi. business combinations
- xxii. assets held for sale and discontinued operations
- xxiii. events after the end of the reporting period
- xxiv. the effects of foreign exchange rates
- xxv. borrowing costs.

- b. Explain the use of analytical procedures in evaluation and review.
- c. Explain how the auditor's responsibilities for corresponding figures, comparative financial statements, and 'other information', are discharged.
- d. Apply the further considerations and audit procedures relevant to initial engagements.
- e. Discuss the courses of action available to an auditor if an inconsistency or misstatement of fact exists in relation to other information.
- f. Specify audit procedures designed to identify subsequent events that may require adjustment to, or disclosure in, the financial statements of a given entity.
- g. Identify and explain indicators that the going concern basis may be in doubt and recognize mitigating factors.
- h. Recommend audit procedures, or evaluate the evidence that might be expected to be available and assess the appropriateness of the going concern basis in given situations.

- i. Assess the adequacy of disclosures in financial statements relating to going concern and explain the implications for the auditor's report with regard to the going concern basis.

4. Group audits

- a. Recognize the specific matters to be considered before accepting appointment as principal auditor to a group in a given situation.
- b. Justify the situations where a joint audit would be appropriate.
- c. Recognize the audit problems and describe audit procedures specific to a business combination, including goodwill, accounting policies, inter-company trading, the classification of investments, equity accounting for associates, and accounting for a foreign subsidiary.
- d. Identify and explain the audit risks, and necessary audit procedures relevant to the consolidation process.
- e. Identify and describe the matters to be considered and the procedures to be performed at the planning stage, when a principal auditor considers the use of the work of component auditors.
- f. Consider how the principal auditor should evaluate the audit work performed by a component auditor.
- g. Explain the implications for the auditor's report on the financial statements of an entity where the opinion on a component is qualified or otherwise modified in a given situation.

E. Other Assignments

1. Auditor-related services

- a. Describe the nature of audit-related services, the circumstances in which they might be required and the comparative levels of assurance provided by professional accountants and distinguish between:
 - i. audit-related services and an audit of historical financial statements
 - ii. an attestation engagement and a direct reporting engagement
- b. Plan review engagements, for example:
 - i. a review of interim financial information
 - ii. a 'due diligence' assignment (when acquiring a company, business or other assets).
- c. Explain the importance of enquiry and analytical procedures in review engagements and apply these procedures.

2. Assurance services

- a. Describe the main categories of assurance services that audit firms can provide and assess the benefits of providing these services to management and external users.

- b. Justify a level of assurance (reasonable, high, moderate, limited, negative) for an engagement depending on the subject matter evaluated, the criteria used, the procedures applied and the quality and quantity of evidence obtained.
- c. Recognize the ways in which different types of risk (e.g. strategic, operating, information) may be identified and analysed and assess how management should respond to risk.

3. Prospective financial information

- a. Define 'prospective financial information' (PFI) and distinguish between a 'forecast', a 'projection', a 'hypothetical illustration' and a 'target'.
- b. Explain the principles of useful PFI.
- c. Identify and describe the matters to be considered before accepting a specified engagement to report on PFI.
- d. Discuss the level of assurance that the auditor may provide and explain the other factors to be considered in determining the nature, timing and extent of examination procedures.
- e. Describe examination procedures to verify forecasts and projections.
- f. Compare the content of a report on an examination of PFI with reports made in providing audit-related services.

4. Forensic audits

- a. Define the terms 'forensic accounting', 'forensic investigation' and 'forensic audit'.
- b. Describe the major applications of forensic auditing (e.g. fraud, negligence, insurance claims) and analyses the role of the forensic auditor as an expert witness.
- c. Apply the fundamental ethical principles to professional accountants engaged in forensic audit assignments.
- d. Plan a forensic audit engagement.
- e. Select investigative procedures and evaluate evidence appropriate to determining the loss in a given situation.

5. Internal audit

- a. Evaluate the potential impact of an internal audit department on the planning and performance of the external audit.
- b. Explain the benefits and potential drawbacks of outsourcing internal audit.
- c. Consider the ethical implications of the external auditor providing an internal audit service to a client.

6. Outsourcing

- a. Explain the different approaches to 'outsourcing' and compare with 'insourcing'.
- b. Discuss and conclude on the advantages and disadvantages of outsourcing finance and accounting functions.
- c. Recognize and evaluate the impact of outsourced functions on the conduct of an audit.

F. Reporting

1. Auditor's reports

- a. Critically appraise the form and content of a standard unmodified auditor's report.
- b. Recognise and evaluate the factors to be taken into account when forming an audit opinion in a given situation and justify audit opinions that are consistent with the results of audit procedures.
- c. Assess whether or not a proposed audit opinion is appropriate.
- d. Recognise when the use of an emphasis of matter paragraph and other matter paragraph would be appropriate.

2. Reports to those charged with governance and management

- a. Critically assess the quality of a report to those charged with governance and management.
- b. Advise on the content of reports to those charged with governance and management in a given situation.

3. Other reports

- a. Analyse the form and content of the professional accountant's report for an assurance engagement as compared with an auditor's report.
- b. Discuss the content of a report on examination of prospective financial information.
- c. Discuss the effectiveness of the 'negative assurance' form of reporting and evaluate situations in which it may be appropriate to express a reservation or deny a conclusion.

G. Current Issues and Developments

Discuss the relative merits and the consequences of different standpoints taken in current debates and express opinions supported by reasoned arguments

1. Professional and ethical

- a. Discuss the relative advantages of an ethical framework and a rulebook.

- b. Identify and assess relevant to emerging ethical issues and evaluate the safeguards available.
- c. Discuss IFAC developments.

2. Information technology

- a. Describe recent trends in IT and their current and potential impact on auditors (e.g. the audit implications of 'cyberincidents' and other risks).
- b. Explain how IT may be used to assist auditors and discuss the problems that may be encountered in automating the audit process.

3. Transnational audits

- a. Define 'transnational audits' and explain the role of the Transnational Audit Committee (TAC) of IFAC.
- b. Discuss how transnational audits may differ from other audits of historical financial information (e.g. in terms of applicable financial reporting and auditing standards, listing requirements and corporate governance requirements).

4. Social and environmental auditing

- a. Plan an engagement to provide assurance on performance measures and sustainability indicators.
- b. Describe the difficulties in measuring and reporting on economic, environmental and social performance and give examples of performance measures and sustainability indicators.
- c. Explain the auditor's main considerations in respect of social and environmental matters and how they impact on entities and their financial statements (e.g. impairment of assets, provisions and contingent liabilities).
- d. Describe substantive procedures to detect potential misstatements in respect of socio-environmental matters.
- e. Discuss the form and content of an independent verification statement (e.g. on an environmental management system (EMS) and a report to society).

5. Other current issues

- a. Explain current developments in auditing standards including the need for new and revised standards and evaluate their impact on the conduct of audits.
- b. Discuss other current legal, ethical, other professional and practical matters that affect accountants, auditors, their employers and the profession.

COMMERCIAL AND INDUSTRIAL LAWS

A. The Law of Contract

Communication. Acceptance and Revocation of proposals.

Violable contracts and void agreements. Contingent contracts. Performance. Certain relations resembling those created by contract. Consequences of branch of contract. Indemnity and guarantee. Bailment. Quasi-Contract. Discharge of Contract.

B. The Law of Agency (The Contract Act.)

Appointment of authority of agents. Sub-Agents; Ratification. Revocation of authority. Agent's duty to principal. Principal's duty to agent. Effect of agency on contract with third persons. The Powers of Attorney Act.

C .The Law Relating to Partnership.

The nature of partnership. Relations of partners to one another. Relations of partners to third parties. Incoming and Outgoing partners. Dissolution of a firm. Registration of firms. Supplemental.

D. The Law Relation to Sale of Goods.

Elements of the Sales of Goods.

Formation. Effects of the Sales (on buyer / seller). Performance. Rights of unpaid seller against the goods. Suits for breach of the contract and remedies.

Miscellaneous.

E. The Law Relation to Negotiable Instruments.

Notes, bills and cheques. Parties to notes, bills and cheques. Negotiation. Presentment. Payment and interest. Discharge from liability on notes, bills and cheques. Notice of dishonor. Noting and protest. Reasonable time. Acceptance and payment for honor and reasonable time and reference in case of need. Compensation. Special rules of evidence; crossed- cheques. Bills in sets. International Law. Notaries Publics.

F. The Law Relation to Carriage of Goods by Land, Sea and Air.

The Myanmar Carriage of goods by Sea Act. The Myanmar Carriage of Goods by Air Act. The Carriers Act. The Bills of Lading Act.

G. The Property Law

The Law Relation to Mortgages, Bailment, Pledge and Lien, etc.

The Registration Act. The Myanmar Stamp Act. The Law on Insolvency Act. The Burma Insolvency Act. The Myanmar Arbitration Act. The Trust Act (Elementary principles only).

H. The Myanmar Companies Acts.

Types and Incorporation, Memo and Articles of Association, Shares, Dividends and Share - Warrants. Directors (Appointment, duties, qualification).Meeting and resolutions./ Liquidation , liquidator (Appointment, duties). Audit and inspections. Special Companies Acts.

- I. Myanmar Foreign Investment Law. State-owned Enterprise Law. Commercial Tax Law.**People's workers Right and Duties defining Law (Rules Prescribed under Section 12).
- J. Law relating to business, banking and financial institution in Myanmar**

TAXATION

- A. Let's talk about tax.
 - Definition, presentation of Tax purpose, type of tax and etc.
- B. Tax Structure in Myanmar.
- C. Detailed Study of the following and application of Tax Laws with computation of Assessment.
 - (1) Income Tax Laws, Rules, Regulations and Notifications
 - (2) Commercial Tax Laws, Regulations and Notifications
- D. General Study of Tax Knowledge
 - (1) DTA
 - (2) Others