###### Quality Checklist of Evidence Collection

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| Assignment Name | | Assignment No |
| Engagement Manager |
| Company Name |  | |

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| **Obs No** | **Observation Brief** | **Work Papers Collected** | **Accurate8** | **Relevant9** | **Complete10** | **Annexure** |
|  | ***Area:*** |  |  |  |  |  |
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Prepared by Check by

8 Accuracy – Evidence accurately confirms the observation without ambiguity.

9 Relevant – Evidence is relevant and relates to the observation. Irrelevant evidence may result in the observation being disputed.

10 Complete – All the supporting, calculations necessary to confirm the observation are provided. The evidence should not be incomplete. Incomplete evidence is sometimes as good as no evidence.