

INTERNAL AUDIT REPORT

**Audit of:**

Bangladesh

Dhaka August

Report 123456

**Audit Performed by:**

Md. Sahidul Islam

**Audit Report Issued by:**

Pulok Bhai

**Audit Report Date:**

21/03/2022

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## 1. Environment

Environment Content

## 2. Scope of the Review

Scope Content

## 3. Opinion

Opinion Content

## 4. Risk Profile

The risk profile for the process is shown as per table on Page [X]. The following scale is used as a guide to determine the level of risk rating (likelihood/impact) as well as issue rating (in detail report).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **LEVEL OF LIKELIHOOD** | **LEVEL OF IMPACT** | | | | |
| **Insignificant** | **Minor** | **Moderate** | **Major** | **Catastrophic** |
| **Almost Certain** | Moderate | Moderate | High | Significant | Extreme |
| **Likely** | Moderate | Moderate | High | Significant | Significant |
| **Moderate** | Low | Moderate | High | High | Significant |
| **Unlikely** | Low | Low | Moderate | High | High |
| **Rare** | Low | Low | Moderate | Moderate | High |

## 4.1 Risk Profile (cont’d)

|  |  |
| --- | --- |
| **RISK RATING** | **ACTION PLAN** |
| **Extreme** | * Board attention is required. * Immediate action by senior management with a detailed research and management risk treatment plan. |
| |  | | --- | |  | |
| **Significant** | * Board attention is required. * Senior management responsibility specified. * Risk must be managed by senior management with a detailed risk treatment plan. |
| |  | | --- | |  | |
| **High** | * Senior management attention required. * Management responsibility specified. * Risks should be treated using one or more of the risk treatment options i.e. Avoid, Take, Remove, Change, Share or Retain. |
| |  | | --- | |  | |
| **Moderate** | * Management attention required. * Management responsibility specified. * Risks should be treated using one or more of the risk treatment options i.e. Avoid, Take, Remove, Change, Share or Retain. |
| |  | | --- | |  | |
| **Low** | * Risk is accepted with minimal treatment and can normally be managed using existing routine procedures. * Low risks need to be monitored and periodically reviewed to ensure they remain acceptable. |
| |  | | --- | |  | |

## 4.2 Risk Profile – [Audit Title] (cont’d)

|  |
| --- |
|  |

Extreme Significant High Moderate Low

## 5. Detailed Issues and Observations:

|  |  |  |
| --- | --- | --- |
| **Issue Tittle:** | Shezan Bhai | |
| **Issue Owner:** | Rahimin bhai | |
| **Issue Rating:** | Five star | |
| **Issue Target Date:** | 23-03-2022 | |
| **Description:** Le Lorem Ipsum est simplement du faux texte employé dans la composition et la mise en page avant impression. Le Lorem Ipsum est le faux texte standard de l'imprimerie depuis les années 1500, quand un imprimeur anonyme assembla ensemble des morceaux de texte pour réaliser un livre spécimen de polices de texte. Il n'a pas fait que survivre cinq siècles, mais s'est aussi adapté à la bureautique informatique, sans que son contenu n'en soit modifié. Il a été popularisé dans les années 1960 grâce à la vente de feuilles Letraset contenant des passages du Lorem Ipsum, et, plus récemment, par son inclusion dans des applications de mise en page de texte, comme Aldus PageMaker. | | |
| **Root Cause:** | |  |
| **Policy/Guideline/SOPs Reference:** | |  |
| **Potential Business Impact:** | |  |
| **Potential Risk:** | |  |
| **Auditor’s Recommendations:** | |  |
| **Management Action Plan:** | |  |
| **Action Owner:** | |  |
| **Action Target Date:** | |  |