

Preparation for EU Audits

Taking the fear and panic out of EU controls

Audit Preparation Service

This service is designed to assist organizations that will be subject to financial audits by the EU whether such audits are conducted by the EU's own auditors or by external auditors appointed by them.

We provide strategic advice and **step by step support** throughout the whole audit cycle, from the initial contact by the auditors to the finalization of the audit report. The service also covers a comprehensive risk assessment of the Project.



Key Elements of the Service - Step by Step Support

Review of key project documents & identification of areas of risk

Information on the audit process and dealing with the first contacts with the auditors

Advice on dealing with pre-audit questions and requests for information from the auditors

Preparation for the audit visit (training of staff & organization of the audit files)

Carrying out a mock audit under audit conditions

Support during the audit visit (how to deal with questions and issues raised by the auditors)

Review of the draft audit report and assistance with any responses

Appeals against the findings of the final audit report (how to deal with any sanctions imposed)

Advice with respect to the impact of the audit findings on current or future EU projects

Training and Facilitation

The audit preparation service can also be delivered in a variety of alternative formats including in-house training and facilitation of small working groups.

If you would like further details of the audit preparation service or an informal discussion about our services, please do not hesitate to contact us:

Berkley Associates: Tel: 32.2. 219.05.32 - GSM: 32.(0)497.64.71.50

E-mail: berkleyassociates@skynet.be - Website: www.berkleyassociates.eu

Berkley Associates for the implementation of successful projects