

# Hong Kong Institute of Certified Public Accountants Practising Certificate ("PC") – Business Assurance

## Syllabus

This document contains the syllabus and the required level of competence for PC – Business Assurance examination. Candidates should note that PC – Business Assurance examination adopts the same syllabus of Qualification Programme ("QP") Module 13 – Business Assurance. A learning pack is available for QP Module 13 to assist candidates to prepare for their examination.

To better understand the scope of PC – Business Assurance examination, candidates should be aware of the following:

### 1. Learning pack and learning outcomes

The learning pack is published on a bi-annual basis. It is the study materials written for the syllabus topics. Candidates should understand that it is not the only study materials for examination and they should read extensively to equip themselves for their examinations. The latest edition of the learning pack is the 2nd edition, released in March 2023 and it could be downloaded from the [PC Examinations Online Resources Centre](#). In the learning pack, candidates can find the syllabus and the prescribed learning outcomes for the syllabus topics.

### 2. Supplement to learning pack

The purpose of the supplement is to provide an update of the learning pack to candidates before a new edition is released. The supplement usually includes update to the chapter content affected by new release or pronouncement of technical standards or regulations.

### 3. Examinable auditing standards

For both June and December 2024 examination sessions, the examinable standards are those released on or before 31 May 2023 and which have been effective or will become effective on or before 31 December 2024. A list of examinable auditing standards is published annually in the Institute's website.

Candidates may [purchase](#) the Module 13 learning pack from the Institute and visit the Institute's website for the [examinable standards](#).

## SYLLABUS FOR PC – BUSINESS ASSURANCE

This module develops the technical knowledge to enable candidates to apply auditing and assurance standards and guidance to carry out an assurance or statutory audit engagement. The module also enables candidates to evaluate the risks a business faces and to advise on their business and control systems. The module also addresses corporate governance, and how this impacts on management, assurance engagements and auditors' responsibilities.

<b>Syllabus area</b>	<b>Weight (%)</b>
Perform assurance engagements	65-75
Explain and analyse the professional standards and guidance applicable to assurance engagements	5-15
Explain the importance of corporate governance and risk management	5-15
Evaluate and advise on computerised business systems and controls	5-15

The syllabus weighting table indicates the relative weightings of the syllabus areas encompassed in this module. It serves as a guide to the percentage of study time spent on each syllabus area. In the long run, the marks allocation in the module examinations would conform to the weightings as shown above. The exact range of marks allocation in each module examination may deviate from the weightings for suitably robust questions to be set.

**Perform Assurance Engagements**

Prepare, plan and develop assurance engagements including the audits of financial statements in accordance with relevant Hong Kong Standards of Quality Control, Auditing, Assurance and Related Services, guidance and legislation with emphasis on:

- Other assurance engagement requirements 2
- Client and engagement acceptance procedures 2
- Quality control considerations 3
- Planning and risk assessment 3
- Documentation 2
- Materiality 2
- Internal audit 3
- Audit methodologies 2
- Audit procedures 3
- The confirmation procedures, follow up or alternative procedures for non-reply confirmation 2
- Audit evidence 3
- Completion procedures 3
- Reporting 3
- Audits of group financial statements (including the work of component auditors) 3

**Explain and analyse the professional standards and guidance applicable to assurance engagements**

- Explain and analyse the relevant provisions of ethical standards, legislation and professional guidance 2

**Explain the importance of corporate governance and risk management**

- Recommend appropriate practices an entity should put in place to achieve good corporate governance 3

**Evaluate and advise on computerised business system and controls**

- Evaluate and advise on computerised business systems and controls of an entity 3

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