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 C – Business Assurance. A learning pack is available for QP Module C to assist students 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 5th edition, released in September 2015. In the learning pack, candidates can find the syllabus and the updated 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 the December session and the next June session, candidates will only be examined on the standards or pronouncements that have been released on or before 31 May of that year and have been effective / will be effective within 13 months from 1 December of the same year. A list of examinable auditing standards is published annually in the Institute's website.

Candidates may purchase the latest edition of Module C learning pack from the Institute and visit the Downloads page in the Institute's website for the supplement and examinable standards.

Professional standards and guidance

Identify and where appropriate apply ethical standards, legislation and professional guidance:

• The Institute's Code of Ethics for Professional Accountants	3
• Professional standards and guidance	3
• Legal and regulatory framework governing the profession	3

Assurance engagements

Apply relevant Hong Kong Standards on Quality Control, Auditing, Assurance and Related Services, guidance and legislation to plan, perform and complete assurance engagements including the audits of financial statements with emphases on:

• Audit requirements for a complete set of general purpose financial statements	3
• Other assurance engagement requirements	2
• Client and engagement acceptance procedures	3
• Audit methodologies	3
• Planning and risk assessment	3
• Quality control considerations	3
• Documentation	3
• Materiality	3
• Audit procedures	3
• Audit evidence	3
• Internal audit	2
• Completion procedures	3
• Reporting	3

Corporate governance

Describe current developments and issues in corporate governance and explain the impact that will have on management, assurance engagements and auditors' responsibilities:

• Background to corporate governance developments	2
• Key issues relating to corporate governance including directors' remunerations, board composition, audit committee and non-controlling interest	2
• Management's responsibilities to comply with corporate governance requirements and to implement related practices	3
• Auditors' responsibilities to consider and address corporate governance requirements	3
• Implications of overseas legislation such as Sarbanes-Oxley Act 2002 on Hong Kong companies and auditors	2

Computerised business systems

Discuss the features of computerised business systems and assess and advise on risk and control frameworks:

- Key features of a computerised business system 3
- Categories and types of controls 3
- Impact of increasing use and share of ownership by accountants in corporate information system 2
- Impact of e-commerce 3
- Opportunities and threats to corporate information system including capabilities in data treatment and analysis, data integrity, system security and issues in access restriction, and business contingency/continuity 2
- Risk and control framework 3
- Internal audit 3
- System change processes 2
- Risk assessment and evaluation of IT processes 2

HKICPA
Last update: February 2016