



## CIRCULAR

Reference: Auditor authorisation 2018  
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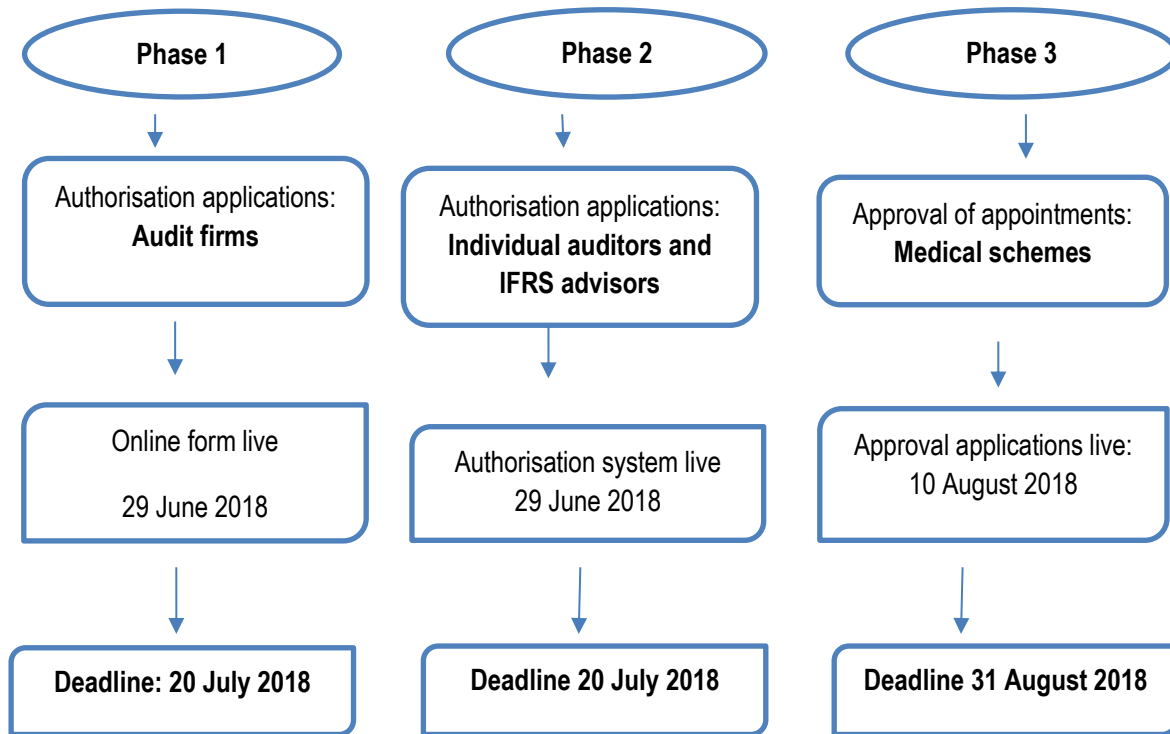
### **Circular 29 of 2018: Standards for Authorisation of Auditors and IFRS advisers**

The Council for Medical Schemes (CMS) would like to inform auditors and International Financial Reporting Standards (IFRS) advisers that the online Authorisation Portal is now available on our website, [www.medicalschemes.com](http://www.medicalschemes.com) for applications.

The final version of the Standards for Authorisation of auditors and IFRS advisers can be accessed [here](#).

Kindly take note of specified deadlines below; application process as well as the attached process flowchart.

## Application process



### Phase 1: Application by audit firms

For the application of the new audit firm; a representative who will act as a contact person on behalf of the audit firm and responsible for all administrative duties in terms of the authorisation process should be nominated by the audit firm.

The nominated individual will have to register/create an account on the auditor authorisation portal and be approved by CMS.

### Submission requirements

The authorisation system will go live on 29 June 2018. Applications for audit firms who would like to be authorised for the 2018 financial year should be submitted to the CMS by 20 July 2018 with the following documents:

- Signed online based report;
- Declaration by senior firm representative;
- IRBA firm review decision letter/ Letter from audit firm if IRBA has not completed review;
- IRBA annual certificate of registration; and
- Proof of payment of Administration fees.

All applications will only be deemed valid upon the submission of hard copies as detailed above.

### Phase 2: Application for authorisation by individual auditors and IFRS advisors

The authorisation system will go live on 29 June 2018. For the individual auditor/IFRS advisor to be considered to audit under the 2018 financial year, the applications for individual auditors and IFRS advisors must be submitted by 20 July 2018. The list of all authorised auditors and IFRS advisors will be published on the CMS website before 10 August 2018.

### Phase 3: Approval applications

Medical scheme applications for approval of appointment of auditors will be accepted from 10 August 2018 to 31 August 2018, including submission of all relevant documents.

### Administration fees

The fees payable for the 2018 financial year are as follows:

	<b>Audit firm</b>	<b>Individual auditor</b>	<b>IFRS advisor</b>
Fee payable:	R5 000	R2 500	R2 500

The fee payable by the audit firm is **R5 000** and **R2 500** per individual auditor and per IFRS advisor in respect of initial applications. This fee is payable on application and valid for three (3) years of the authorisation period.

The CMS will keep the auditors and medical schemes updated with any developments regarding this process, until the 2018 applications are completed.

Your cooperation will be highly appreciated.



**Tebogo Maziya**  
**General Manager: Financial Supervision Unit**  
**Council for Medical Scheme**

**PROCESS FLOWCHART FOR INDIVIDUAL AUDITOR /INDIVIDUAL IFRS ADVISOR AUTHORISATION**

