



# VIRTUAL SAMPLE CHECK PROCESS FOR EXTERNAL AUDITORS

**Case Study:** Retail Audit – Discount Retailer's External Auditors

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## Case Study: Retail Audit – Discount Retailer's External Auditors

An accounting and business advisory firm which are an international family made up of over 30,000 people across more than 100 countries, required the support of RGIS. The firm supports a broad range of individuals and entrepreneurs, large organisations and complex international businesses, delivering a highly personalised service of accounting, auditing and assurance services.



### REQUIREMENT

Due to Covid-19, a discount retailer's external auditors could not attend any stock takes to conduct sample checks, so required a solution to **complete this service remotely**.

The discount retailer's external auditors required RGIS to provide the following:

- **Virtual checking** via a video conference app
- To conduct a **virtual sample check** with the external auditor's representative
- Sample checks to be completed so that the customer could **sign-off the discount retailer's yearly accounts**



### SOLUTION

The discount retailer's external auditors partnered with RGIS to complete the **virtual sample check**, and RGIS provided the following:

- Discussed the different options to complete the **virtual sample check remotely**
- Set up a **Zoom call for each store** that needed to have a sample check completed
- Arranged for the **tablet on site to have a zoom app** installed
- Each site had a **unique log-in and password**, to ensure there were no errors
- Scheduled a time which was one hour after the shop floor start to conduct the virtual sample check
- Supervisor dialled into Zoom, and RGIS conducted a **virtual sample check with the external auditor's representative**



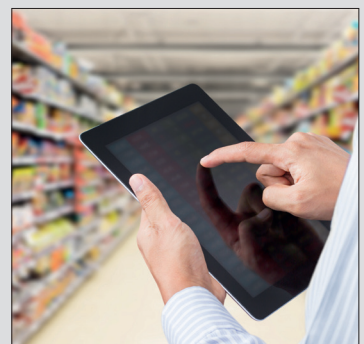
### RESULTS

The discount retailer's external auditors found by outsourcing the **virtual sample check** to RGIS, the following was achieved:

- The process allowed the accountants to do the sample checks so the **discount retailer's yearly accounts could be signed-off**
- By completing this service virtually, it **stopped any Covid-19 risk to the external auditors and the RGIS teams**



By partnering with RGIS, the discount retailer's external auditors were able to complete a **virtual sample check process during the Covid-19 pandemic**, which allowed the discount retailer's yearly accounts to be signed-off with **no risk to external auditors and the RGIS Teams**



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Virtual Checks



Tablet Technology



Information Gathering



Covid-19 Safe



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