



VIRTUAL SAMPLE CHECK PROCESS FOR EXTERNAL AUDITORS

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

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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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