

Term of Reference

External Audit to CPSA/Grow Asia

Summary of Auditing

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|------------------------------|--|
| Fiscal Year: | 01st January to 31st December 2020. |
| Financial Statement: | Balance Sheet, Income Statement, Statement of Cash flows |
| Auditing Type | Independent External Auditing |
| Auditing Purpose | To comply with the local accounting and auditing law governing the Ministry of Economic and Finance. To comply with relevance government agency To comply with the project funding requirement |
| Primary Methodologies | Document review Review QBs portable files Key Informant question to finance and admin in charge staff Note and reporting |
| Auditing Start and End Dates | 26 February to 19 March 2021 |
| Deliverable | 26 March, 2021 |

Project Background

Established by the World Economic Forum in collaboration with the ASEAN Secretariat in 2015, Grow Asia brings together companies, governments, NGOs and other stakeholders to develop inclusive and sustainable value chains and initiatives. At Grow Asia's core are three goals – to increase the productivity, profitability and environmental sustainability of smallholder agriculture across the region.

The Cambodia Partnership for Sustainable Agriculture (CPSA) is Grow Asia's Country Partnership in Cambodia, which works closely with the Ministry of Agriculture, Forestry and Fisheries (MAFF) and Relevant Government Agencies. CPSA is currently supporting four WGs (Cashew, Pepper, Fruit & Vegetables, and Agri-Food SMEs) and three cross-cutting issues (Contract Farming, Responsible Agricultural Investment and AgriTech).

Like Grow Asia, CPSA brings together companies, government agencies, civil society organizations, farmer groups and financial institutions to link smallholder farmers to the market with the shared goal of increasing farmers' profits and productivity while improving the environmental sustainability of their farms. CPSA does this by:

- Being an inclusive platform for networking and information exchange
- Prompting sectoral or market systems transformation through its Working Groups (WGs)
- Providing education and advisory for MSMEs, entrepreneurs and farmer organizations
- Supporting the development of sustainable and pro-smallholder agricultural development

Objectives of the Audit:

The objective of this assignment is to audit the financial report for the period 1 January 2020 – 31 December 2020 of CPSA's project funded by Grow Asia. The audit is aiming to ensure the financial best practice of the CPSA/Grow Asia maintaining on financial management and compliances to the procedures under internal financial policy and the funding requirement and meet with the minimum financial management standard and accountability.

Scope of the Auditing:

- The audit will be carried out in accordance with the International Auditing Standards and will include tests and verification procedures as the auditors deem necessary
- To review financial report of CPSA/Grow Asia 2020
- Express an opinion as to reasonableness of the financial statements in all material respects
- Check the compliance of internal financial policy
- Check the compliance with relevance government agencies, especially MEF (NAC and GDT)

Qualifications and experiences

The selected audit firm is expected to meet the following minimum criteria:

- Be a member of Kampuchea Institute of Certified Public Accountants and Auditor (KICPAA) and licensed by the National Accounting Council (NAC)
- Be in accordance with ISA (International Standards on Accounting)
- Relevant auditing experience as a registered firm both local and international
- Previous experience in conducting similar works for international NGOs/Social work will be preferred.
- At least 5 years auditing experience in Cambodia

Audit Results and Delivery Report:

Auditor is required to submit the final audit reports to Cambodia Partnership for Sustainable Agriculture (CPSA) on the **March 26, 2021**

Audit Report: The audit report shall include information specified in respect of:

- The content and scope of the audit
- Key finding and recommendation for improvement

Management Letter: Significant observations on the activities supported by the funding.

- State the scope of the examination and that the audit was performed with generally accepted accounting principles and include a statement of opinion as to whether the statements conform to generally accepted accounting principles.
- Reports of compliance examinations must include a statement that the audit was conducted in accordance with applicable standards. The audit report must state where the examination disclosed instances of significant non-compliance with laws and generally accepted accounting principles. Findings of non-compliance and ineligible expenditures must be presented in enough detail for management to be able to understand them.

The reporting shall also include a Management letter that discloses all audit findings (significant and other findings), as well as weaknesses identified during the audit process. The auditor shall make recommendations to address the identified findings and weaknesses. The recommendations shall be presented in priority order.

Audit Proposal Format:

1. Background/Company Profile
2. Audit Approach
3. Deliverable and Timeline
4. Service Team
5. Fees estimate (include tax)
6. Term of Payment

How to apply

The audit firms who are interested in this opportunity are invited to apply by sending the above required documents by 19th February, 2021 to Cambodia Partnership for sustainable Agriculture (CPSA) via email address below: Ms. Phat Lida: phatlida.cpsa@growasia.org and cc: ratha@growasia.org

Cambodia Partnership for sustainable Agriculture (CPSA)

Attn: Ms. Phat Lida

Address: Casa by Meridian, Orient Tower, 1st floor, Unit A01-01, Room # 238 No.
1 Harvard Street, Diamond Island, Phnom Penh, 12301, Cambodia

All application documents will be treated confidentially and only short-listed audit firm will be contacted.