



Request for Proposal for External Auditors in UK

Conservation International (CI) UK is looking for an external auditing firm for a full scope audit under the United Kingdom Accounting Standards, including Financial Reporting Standard 102 (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Organization Background:

CI UK constitutes a public benefit entity as defined by FRS 102 registered with the Charities Commission. CI UK engages with partners to assist with nature conservation projects around the world that preserve important ecosystems and global biodiversity, as well as promote the advancement of public education in conservation research of the Earth's natural resources and the importance of living in harmony with nature. During the year ending June 30, 2021, CI UK raised over £3 million in funds for these conservation efforts.

Scope and Timing of the Audit:

The objective of the audit is to issue an opinion as to whether the financial statements give a true and fair view of the state of CI UK's affairs as of June 30, 2021, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and have been prepared in accordance with the requirements of the Companies Act 2006. The audit is to be conducted in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. The audit must be completed and the deliverables provided no later than March 30, 2022.

Deliverables and Timing:

1. Annual Statutory Audit Report
2. Management Letter including the:
 - a. Comments and observations on the accounting records, procedures, systems and controls that were examined during the course of the audit.
 - b. Identification of specific deficiencies and areas of weakness in systems and controls with recommendations for improvement.
 - c. Potential matters that might have a significant impact on the sustainability of the organization.

Requirements for successful candidates:

1. Audit conducted by a firm of accountants with strong knowledge and experience of United Kingdom Generally Accepted Accounting Practice.
2. The firm has expertise in the non-profit sector and organizations of our size.
3. The audit firm and auditors must be independent from the bookkeeping of accounting records for CI UK and must not have a personal connection to CI UK.

Audit Fees:

CI UK requests a fixed price estimate, inclusive of out-of-pocket expenses.

Proposal Process:

1. Written proposals will be due to CI UK by November 19, 2021. The proposal and any questions can be sent to Lisa Mangkonkarn, Controller, at lmangkonkarn@conservation.org.
2. The proposals will be reviewed by a selection team and appointed by the charity's Trustees by mid-December.