



INDEPENDENT AUDITOR'S REPORT

TO THE DIRECTORS OF _____
AND THE COAL MINING INDUSTRY (LONG SERVICE LEAVE FUNDING) CORPORATION

1. EMPLOYER DETAILS

Company name (must be legal name)

Trading name (if different to above)

ACN

Client ID

In respect to the end of financial year

2. AUDITOR DETAILS

Auditor company name (must be legal name)

Trading name (if different to above)

ABN/ACN

Auditor name

Business address

Suburb

State

Postcode

Email

Telephone



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OPINION

We have audited the payroll and associated records (collectively the **Payroll Records**) of _____ (**the Company**) with respect to the end of financial year _____ in accordance with Australian Auditing Standard ASA 805 Special Considerations – Audits of Single Financial Statements and Specific Elements, Accounts or items of a Financial Statement.

In our opinion, the Company has employed eligible employees as defined in the *Coal Mining Industry (Long Service Leave) Payroll Levy Collection Act 1992* (the Collection Act) during the financial year _____ .

Our opinion on the Company's payment of levy, and additional levy, in the financial year _____ is provided in part 5 of this report (below).

Our opinion on the amounts paid by Coal Mining Industry (Long Service Leave Funding) Corporation (Coal LSL) to the Company's under part 7 of the *Coal Mining Industry (Long Service Leave) Administration Act 1992* (the Administration Act), in the financial year _____ is provided in part 6 of this report (below).

BASIS FOR OPINION

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the Company, in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (**the Code**) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

RESPONSIBILITIES OF MANAGEMENT AND THOSE CHARGED WITH GOVERNANCE FOR THE PAYROLL RECORDS

Management of the Company is responsible for the preparation and fair presentation of the payroll records and has determined that the basis of their preparation is appropriate to meet the requirements of the *Coal Mining Industry (Long Service Leave) Payroll Levy Collection Act 1992* and is appropriate to meet the needs of the directors of Coal LSL. Management's responsibility also includes such internal control as management determine is necessary to enable the preparation and fair presentation of the Statement that is free from material misstatement, whether due to fraud or error.



INDEPENDENT AUDITOR'S REPORT

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL REPORT

Our objectives are to obtain reasonable assurance about whether the Statement, as a whole, is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if individually, or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this Statement.

As part of an audit, in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the Statement, whether due to fraud or error, design, and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit, in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Evaluate the overall presentation, structure and content of the Statement, including the disclosures, and whether the Statement represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the management of the Company regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



INDEPENDENT AUDITOR'S REPORT

3. STATEMENT OF AUDITOR QUALIFICATIONS

I am a registered member of CPA Australia, Chartered Accounts Australia and New Zealand, or the Institute of Public Accountants (a professional accounting body).

I hold a Public Practice Certification under the bylaws of a professional accounting body.

As a member of a professional accounting body, I am bound by the standards issued by the Accounting Professional and Ethical Standards Board (APESB).

I am a Registered Company Auditor (RCA) under the Corporations Act 2001 (Cth).

None of the above statements apply to me. I consider the following qualifications and experience relevant to perform a professional company audit: *(please supply details below)*

4. STATEMENT OF AUDITOR INDEPENDENCE

I am independent of the company being audited in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (including Independence Standards) that are relevant to our audit of the Payroll Records of Australia. I have fulfilled my ethical responsibilities in accordance with these requirements.

I am independent of the company being audited in accordance with the Auditing Standard ASA 20 Quality Management for an Audit of Financial Report and other Historical Financial Information.

None of the statements above apply to me. I consider the following factors relevant to ensure that I am suitably independent of the company being audited: *(please supply details below)*



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5. SUMMARIES OF LEVIES PAID

The Company has paid all amounts of levy, and/or additional levy, it is required to pay under Section 4 and Section 7 of the Collection Act.

This totals \$ _____ AUD in respect to the end of financial year _____.

Please complete Tables 1 and 2 as relevant below.

The Company has not paid all amounts of levy, and/or additional levy, it is required to pay under Section 4 and Section 7 of the Collection Act.

This totals \$ _____ AUD in respect to the end of financial year _____.

Provide a detailed explanation of any errors identified. Please quantify the value of those errors in Table 1. For further information refer to Coal LSL's Guidance Note – Audit Report Requirements.

Table 1 – Summary of standard levies paid during the financial

Month / year	Levy paid / calculated	Correction required (+/ - \$)
Totals		

Table 2 – Summary of any adjustment levies already paid during the financial year

Month / year	Levy paid	Purpose of adjustment
Totals		



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6. REIMBURSEMENT SUMMARY

The Company has not made any claims for reimbursement under Section 44 of the Administration Act with respect to the end of financial year _____ .

The amounts paid to the Company by Coal LSL under Section 44 of the Administration Act during the end of financial year _____ , have been correctly paid in accordance with the requirements of Section 45 of the Administration Act and the associated Employer Reimbursement Rules 2017. *Please complete Table 3.*

The amount paid to the Company for reimbursement under Section 44 of the Administration Act. This totals \$ _____ AUD in respect to the end of financial year _____. Amounts for reimbursement were not calculated in accordance with the requirements of Section 45 of the Administration Act and the associated Employer Reimbursement Rules 2017. *Please provide a detailed explanation of any errors identified and quantify the value of those errors in Table 3. For further information see Coal LSL's Guidance Note – Audit Report Requirements.*

Table 3 – Summary of reimbursements claimed during the financial year.

	Amount (\$)
Total reimbursements claimed during the financial year	
Total amount identified as overclaimed	
Total amount identified as underclaimed	

7. WAIVER AGREEMENTS

The Company does not have any employees subject to a Waiver Agreement approved by Coal LSL in respect to the end of financial year _____ .

The Company has employee(s) subject to a Waiver Agreement approved by Coal LSL in respect to the end of financial year _____. The Company has complied with its requirements. *Please provide details in Table 4.*

The Company has employee(s) subject to a Waiver Agreement approved by Coal LSL in respect to the end of financial year _____. The Company has not complied with its requirements. *Please provide details below and populate Table 4.*

Table 4 –Waiver Agreements approved by Coal LSL

First name	Last name	Long service leave (LSL) number



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8. ADDITIONAL LIMITATIONS

Please elaborate on matters of interest identified during the audit and provide any additional statements of limitations or restrictions, beyond those expressed regarding the AUASB standards (previous page).

9. AUDIT AFFIRMATION

Auditor's first and last name

Position

Auditor's signature

Date

Submit the completed form to Coal LSL by email: audit@coallsl.com.au

Please include a cover page on your auditor's letterhead.

We will send you an email confirmation when we receive your form.

Please contact us if you do not receive a confirmation email within 7 business days.