

**SPECIMEN AUDITORS' REPORT ON
THE ANNUAL/FINAL ACCOUNTS UNDER THE
DESIGN SUPPORT PROGRAMME
– UNQUALIFIED CONCLUSION**

ABC PROJECT

**[FOR THE YEAR ENDED DD/MM/YY / FOR THE PERIOD FROM DD/MM/YY
(Date/ COMMENCEMENT DATE) TO DD/MM/YY (Date/ COMPLETION DATE)]
(Delete as appropriate)**

AUDITORS' REPORT TO THE DIRECTORS OF XYZ LIMITED¹

Pursuant to the agreement made between the HKSAR Government and XYZ Limited and the Guide for the Design Support Programme in respect of the [General Support Scheme/Professional Continuing Education Scheme/Design Research Scheme/Design-Business Collaboration Scheme] project funded by the Design Support Programme, we have performed a reasonable assurance engagement to report on whether XYZ Limited has complied with, in all material respects, the requirements set by the Permanent Secretary for Commerce and Economic Development (Communications and Technology) (PSCT) (including the requirements to keep proper books and records and to prepare proper [annual/final] accounts of ABC Project (the “Project”) for the [year ended DD/MM/YY / period from DD/MM/YY to DD/MM/YY] on pages ... to ... (the “Project Accounts”)), and all the terms and conditions of DSP funding, as specified in the following documents:

- (a) the agreement made between the HKSAR Government and XYZ Limited in respect of the Project and the appendices thereto (which includes the Project proposal);
- (b) Chapters IV, VI, VII, VIII and IX of the latest Guide for the [General Support Scheme/Professional Continuing Education Scheme/Design Research Scheme/Design-Business Collaboration Scheme] (the “Guide”); and
- (c) all instructions and correspondences issued by PSCT (or the then Commissioner of Innovation and Technology) to XYZ Limited in respect of the Project.

Respective responsibilities of XYZ Limited and auditors

The PSCT requires XYZ Limited to comply with the requirements set by him/her (including the requirements to keep proper books and records and to prepare proper Project Accounts), and all the terms and conditions of DSP funding, as specified in the documents mentioned in the above paragraph.

¹ For universities, the addressee should be either the President or the Vice-Chancellor of the university. For trade associations, the addressee should normally be the chairman of the association. In case of doubt, please ask the RO to approach the Create Hong Kong for advice.

It is our responsibility to form an independent conclusion, based on our reasonable assurance engagement, and to report our conclusion to you.

Basis of conclusion

We conducted our reasonable assurance engagement in accordance with Hong Kong Standards on Assurance Engagements 3000 “Assurance Engagements Other Than Audits or Reviews of Historical Financial Information” issued by the Hong Kong Institute of Certified Public Accountants and the latest Notes for Auditors of Recipient Organisations issued in [to be inserted as appropriate] by the CreateSmart Initiative (Design) Secretariat.

Our reasonable assurance engagement includes examination, on a test basis, of evidence relevant to XYZ Limited’s compliance with the requirements set by the PSCT (including the requirements to keep proper books and records and to prepare proper Project Accounts), and all the terms and conditions of DSP funding, as specified in the documents mentioned in the above first paragraph. It also includes an assessment of the significant estimates and judgements made by XYZ Limited in the preparation of the Project Accounts, and of whether the accounting policies have followed the requirements of Design Support Programme, consistently applied and adequately disclosed.

We planned and performed our reasonable assurance engagement so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give our conclusion as to whether XYZ Limited has complied with, in all material respects, the requirements set by the PSCT (including the requirements to keep proper books and records and to prepare proper Project Accounts), and all the terms and conditions of DSP funding, as specified in the documents mentioned in the above first paragraph. In forming our conclusion, we also evaluated the overall adequacy of the presentation of information in the Project Accounts. We believe that our reasonable assurance engagement provides a reasonable basis for our conclusion.

Conclusion

Based on the foregoing, in our opinion, XYZ Limited has complied with, in all material respects, the requirements set by the PSCT (including the requirements to keep proper books and records and to prepare proper Project Accounts), and all the terms and conditions of DSP funding, as specified in the documents mentioned in the above first paragraph.

Use of this report

This report is intended for filing by XYZ Limited with the HKSAR Government, and is not intended to be, and should not be, used by anyone except the above two parties for any other purposes.

ABC & Co.
Certified Public Accountants (Practising) [or Certified Public Accountants]
Hong Kong
Date