

Response to the IFAC Part 2, SMO Self-Assessment Questionnaire

Member Name: Instituto dos Auditores Independentes do Brasil

Country: Brazil

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Number	Question Title/Text/Help text	Answer	Comments
IFAC Part 2 SMO Self-Assessment			
1.	SMO 1		
1.1.	Quality Assurance Program		
1.1.1.	<i>Quality Assurance Review Program</i> In your jurisdiction is there a mandatory quality assurance review program in place for members of your organization performing audits of financial statements of listed companies?	1 <input checked="" type="radio"/> Yes 2 <input type="radio"/> No	
1.2.	Responsibility for Quality Assurance - Overview		
1.2.1.	<i>Responsibility for Quality Assurance</i> Within your jurisdiction, is your organization responsible for monitoring the quality of the work of your members performing audits of financial statements? Select the answer option that is most appropriate.	1 <input type="radio"/> Yes - for all audits of financial statements	

Number	Question Title/Text/Help text	Answer	Comments
		<p>2 <input type="radio"/> Yes - for all audits except those of listed entities</p> <p>3 <input checked="" type="radio"/> Our organization shares responsibility for the quality assurance program with another body</p> <p>4 <input type="radio"/> No, responsibility for quality assurance for all audits rests with another body</p> <p>5 <input type="radio"/> Other (please describe)</p> <p>6 <input type="radio"/> Not applicable - no members of our organization perform audits of listed entities</p>	
1.2.6.	<p><i>Quality Assurance (Member Body) All Audits - Scope</i></p> <p>What types of engagements are included in the scope of the quality assurance review program? Select all the answer options that are appropriate.</p>	<p>1 <input checked="" type="checkbox"/> Financial statement audit - listed entities (minimum requirement)</p> <p>2 <input checked="" type="checkbox"/> Financial statement audit - audit of other than listed entities</p> <p>3 <input type="checkbox"/> Other services (e.g., review, compilation)</p> <p>4 <input type="checkbox"/> Insolvency</p>	<p>Besides listed companies, the financial statements of financial institutions, insurance companies, health care companies, pension plans, and some other regulated companies are requested to be submitted to an independent audit</p>

Number	Question Title/Text/Help text	Answer	Comments
		5 <input type="checkbox"/> Other (please specify)	
1.4.	Member - Benchmarking		
1.4.1.	Quality Control Standards and Guidance		
1.4.1.1.	<i>Quality Control Standards</i> Has your organization established and published quality control standards requiring firms to implement a system of quality control in accordance with International Standard on Quality Control 1?	1 <input type="radio"/> Yes 2 <input checked="" type="radio"/> No	
1.4.1.2.	<i>Quality Control Standards Follow Up</i> What plans does your organization have for developing and issuing quality control standards for your members? If you do not have such plans, what special reasons or conditions for that fact exist?	CFC has established the Quality Review Standard, IBRACON is working with CFC and has seat in the Managing Committee of the Program for the Independent Review of Internal Quality Control, thus there is no need for IBRACON to establish its own quality control program. However, IBRACON does promote and enforce the CFC quality control standards.	
1.4.1.4.	<i>Other Quality Control Guidance</i> Has your organization established and published other quality control guidance to assist your members to understand the objectives of quality control and to implement and maintain appropriate systems of quality control?	1 <input checked="" type="radio"/> Yes	There are CFC Standards regarding Quality Control and Quality Control review.

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		2 <input type="radio"/> No	
1.4.1.5.	<i>Other Quality Control Guidance - Name</i> State the name of the other quality control guidance.	NBC T 11.8 Supervisão e Controle de Qualidade (Oversight and Quality Control)	
1.4.2.	Design of the Quality Assurance Review Program		
1.4.2.1.	<i>Subject of the QA Review Program</i> Who is the subject of the quality assurance review program?	1 <input checked="" type="checkbox"/> Audit firm 2 <input type="checkbox"/> Partner	
1.4.2.2.	<i>Audit Firm</i> As the audit firm is the subject of the quality assurance review program, the quality assurance program should be designed, as required by SMO 1, to obtain reasonable assurance that: - The firm has an adequate system of quality control relating to audits of financial statements of listed entities (and of other entities or engagements that are also included in the scope of the review). - The firm complies with that system. - The firm and engagement teams have adhered to professional standards and regulatory and legal requirements in performing audits of financial statements selected for review.	1 <input checked="" type="radio"/> Yes	

Number	Question Title/Text/Help text	Answer	Comments
	Does the quality assurance program contain all three of these elements?	2 <input type="radio"/> No	
1.4.2.5.	<i>Publication of Scope</i> Does your organization publish a description of the scope and design of its quality assurance review program?	1 <input checked="" type="radio"/> Yes 2 <input type="radio"/> No	IBRACON shares with CFC the seats at the Managing Committee.
1.4.2.7.	<i>Name of Documents</i> Please name the published document(s) that describe the scope and design of the quality assurance review program.	Guia de Orientação de Revisão Externa de Qualidade e Legislação Aplicada (External Quality Review Guidelines and applied legislation)	
1.4.2.8.	<i>Location of Documents</i> Please indicate where the document(s) that include details on the scope and design of the quality assurance program can be located (e.g., provide internet address or indicate that documents are available from your organization).	www.cfc.org.br/conteudo.aspx?codMenu=154	
1.4.3.	Review Cycle		
1.4.3.1.	<i>Selection Approach</i> Please select the approach used to select subjects for quality assurance review. Select all the answer options that are appropriate.	1 <input checked="" type="checkbox"/> Cycle approach	In certain circumstances, the risk-based approach may be adopted at the discretion of

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		2 <input type="checkbox"/> Risk-based approach	the Review Committee
1.4.3.2.	<i>Cycle Approach - Firm</i> As the audit firm is the subject of the review, please indicate the maximum number of years in the review cycle:	1 <input type="radio"/> 1 year 2 <input type="radio"/> 2 years 3 <input type="radio"/> 3 years 4 <input checked="" type="radio"/> 4 years 5 <input type="radio"/> 5 years 6 <input type="radio"/> 6 or more years	
1.4.3.4.	<i>Cycle Greater Than Three Years</i> As the review cycle is more than the three year cycle recommended by SMO1, please provide an explanation for adopting a longer cycle.	The Brazilian standard was issued prior to the issuance of the SMOs. The discussions held at the time concluded that 4-years is a reasonable time. This may reduced if major issues are found in an specific review	
1.4.4.	Implementation of the Quality Assurance Program		
1.4.4.1.	<i>Date of Implementation</i> On what date did the quality assurance review program commence? (provide month/year)	1/1/2002	
1.4.4.2.	<i>Number of Reviews - 2005</i>		

Number	Question Title/Text/Help text	Answer	Comments
	How many quality assurance reviews were completed during the year ended December 31, 2005 (or other 12 month period ending in 2005)?	99	
1.4.4.3.	<i>Number of Reviews - 2004</i> How many quality assurance reviews were completed during the year ended December 31, 2004 (or other 12 month period ending in 2004)?	79	
1.4.4.4.	<i>Number of Reviews - 2003</i> How many quality assurance reviews were completed during the year ended December 31, 2003 (or other 12 month period ending in 2003)?	157	
1.4.5.	Quality Assurance Review Team Procedures		
1.4.5.1.	<i>Publication of Review Guidelines</i> Does your organization publish guidelines for procedures to be followed by quality assurance review teams?	1 <input checked="" type="radio"/> Yes 2 <input type="radio"/> No	The procedures are published by CFC with the concurrence of IBRACON.
1.4.5.2.	<i>Name of Guidelines</i> State the name of the published document(s) that include the procedures required to be followed by quality assurance review teams.	NBC T 14 Norma de Revisão Externa de Qualidade pelos Pares	

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1.4.5.4.	<p><i>Location of Guidelines</i> How can the document(s) that include the procedures required to be followed by quality assurance review teams be located (e.g., provide internet address or indicate that documents are available from your organization)?</p>	<p>The reports issued by the reviewers are not for public access. However the Managing Committee on External Quality Review reports can be found at: www.cfc.org.br/conteudo.aspx?CodMenu=197.</p>	
1.4.5.5.	<p><i>Content of Guidelines</i> SMO 1 requires that the procedures to be performed during the quality assurance review include:</p> <p>a. An assessment of the system of quality control relating to audits of financial statements of listed entities (minimum requirement)</p> <p>b. Sufficient review of the quality control policies and procedures and reviews of engagement working papers to evaluate:</p> <ul style="list-style-type: none"> - The functioning of that system of quality control, and compliance with it; and - The compliance with professional standards and regulatory and legal requirements in respect of audits of financial statements <p>c. Review of engagement working papers</p> <p>d. Specific requirements regarding</p>	<p>1 <input checked="" type="radio"/> Yes</p>	

Number	Question Title/Text/Help text	Answer	Comments
	<p>documentation of the review</p> <p>Does your quality assurance review program include requirements for all of these procedures?</p>	<p>2 <input type="radio"/> No</p>	
<p>1.4.5.7.</p>	<p><i>Review of Engagement Working Papers</i> SMO 1 requires procedures to be performed for the review of engagement working papers, including the evaluation of:</p> <ul style="list-style-type: none"> - The existence and effectiveness of the system of quality control implemented by the subject of the review; - Compliance with professional standards and regulatory and legal requirements in performing the engagement; - The sufficiency and appropriateness of evidence documented in the working papers; and - Whether the auditor's reports are appropriate in the circumstances. <p>Does your quality assurance review program include requirements for all of these procedures?</p>	<p>1 <input checked="" type="radio"/> Yes</p> <p>2 <input type="radio"/> No</p>	
<p>1.4.5.9.</p>	<p><i>Documentation</i> Do the procedures to be performed by the quality assurance review team require</p>	<p>1 <input checked="" type="radio"/> Yes</p>	

Number	Question Title/Text/Help text	Answer	Comments
	<p>documentation:</p> <p>- of evidence supporting the quality assurance review report; and - that establishes that the quality assurance review was carried out in accordance with the established guidelines.</p> <p>Are both of these requirements included in the quality assurance review program?</p>	2 <input type="radio"/> No	
1.4.6.	The Quality Assurance Review Team		
1.4.6.1.	<p><i>Skills and Competence</i></p> <p>Members of the quality assurance review team should have the necessary competencies to perform expected work. As required by SMO 1, these competencies should include:</p> <ul style="list-style-type: none"> - Appropriate professional education - Relevant professional experience - Specific training on performing quality assurance reviews <p>Does the quality assurance review program require members of the quality assurance review team to have all three of these competencies?</p>	1 <input checked="" type="radio"/> Yes	The Brazilian standard requires appropriate professional education and relevant professional experience, but does not mention specific training on performing quality review
		2 <input type="radio"/> No	
1.4.6.3.	<i>Certification/Credentials</i>		

Number	Question Title/Text/Help text	Answer	Comments
	Are members of the quality assurance review team required to possess certification or credentials issued by your organization to be eligible to serve as team members?	1 <input type="radio"/> Yes 2 <input checked="" type="radio"/> No	But they have to be certified public accountants under our domestic professional rules
1.4.6.4.	<i>Certification/Credentials Follow Up</i> Please explain why members of the quality assurance review team are not required to possess certification or credentials issued by your organization to be eligible to serve as team members.	It was considered that the required experience and the fact that the reviewer must have size and complexity similar to the reviewed firm was sufficient enough for the task. The rules are established by CFC, not IBRACON	
1.4.6.5.	<i>Quality Assurance Review Team Leader</i> Where more than one reviewer is used to conduct a review, is a quality assurance review team leader assigned for each quality assurance review assignment?	1 <input type="radio"/> Yes 2 <input checked="" type="radio"/> No	
1.4.6.6.	<i>QA Review Team Leader Follow Up</i> Please explain why a quality assurance review team leader is not assigned for each quality assurance review assignment.	The standard does not mention it, but that is what happens in practice.	
1.4.6.7.	<i>QA Review Team Leader - Responsibilities</i> As required by SMO 1, the responsibilities of the quality assurance review team leader should include:	1 <input type="radio"/> Yes	Not formally, but this has been the experience

Number	Question Title/Text/Help text	Answer	Comments
	<ul style="list-style-type: none"> - Supervision of the quality assurance review. - Communication of the quality assurance review team's conclusions to the subject of the review. - Preparation of the quality assurance review report. <p>Does the quality assurance program place all these responsibilities on the review team leader?</p>	2⊙ No	
1.4.6.8.	<p><i>QA Review Team Leader - Responsibilities Follow Up</i></p> <p>Explain the reasons why one or more of these responsibilities have not been placed on the quality assurance review team leader.</p>	Explained in answer 1.4.6.6	
1.4.6.9.	<p><i>Size of Quality Assurance Review Team</i></p> <p>Please estimate the average number of reviewers included on a review team.</p>	4	Estimate above is a best guess
1.4.7.	Quality Assurance Confidentiality - QA Review Team		
1.4.7.1.	<p><i>Exemption for QA Reviewers</i></p> <p>Does your organization exempt members from professional client confidentiality requirements concerning audit engagement</p>	1⊙ Yes	

Number	Question Title/Text/Help text	Answer	Comments
	working papers for the purpose of quality assurance reviews?	2○ No	
1.4.7.3.	<i>Confidentiality Requirements</i> Is the quality assurance review team required to follow professional confidentiality requirements similar to those established for professional accountants performing audits of financial statements?	1⊙ Yes	
		2○ No	
1.4.8.	Ethical Requirements and QA Review Team		
1.4.8.1.	<i>Fundamental Principles</i> Are the fundamental principles set out in the IFAC Code of Ethics (relevant national ethical requirements) considered in relation to the quality assurance review team's conduct of a review?	1⊙ Yes	
		2○ No	
1.4.8.3.	<i>Consideration of Independence</i> Quality assurance review team members are expected to be independent of the member (i.e., the accountant or firm being reviewed) and the member's clients selected for review. Do those who select and approve a review team determine whether the independence of the quality assurance review team leader and each member of the quality assurance review team has been reasonably assured?	1⊙ Yes	

Number	Question Title/Text/Help text	Answer	Comments
		2 <input type="radio"/> No	
1.4.8.5.	<i>Reciprocal Reviews</i> Where the review is performed by team members from a single firm (e.g., a "peer review"), please indicate whether firms are permitted to perform reciprocal quality assurance reviews.	1 <input type="radio"/> Yes, reciprocal reviews are permitted 2 <input checked="" type="radio"/> No, reciprocal reviews are not permitted 3 <input type="radio"/> Not applicable - peer review is not used	
1.4.9.	Reporting		
1.4.9.1.	<i>Quality Assurance Review Report</i> Is the quality assurance review team leader required to issue a written quality assurance review report to the reviewed firm or partner upon completion of each quality assurance review assignment?	1 <input checked="" type="radio"/> Yes 2 <input type="radio"/> No	
1.4.9.3.	<i>Contents of Report</i> As required by SMO 1, the quality assurance review report should include the following elements: - The review guidelines (referred to in Question 1.4.5.1) utilized by the quality assurance review team. - Recommendations for areas of improvement at both firm wide and engagement level.	1 <input checked="" type="radio"/> Yes	

Number	Question Title/Text/Help text	Answer	Comments
	Does the quality assurance program require both of these elements to be included in the report?	2○ No	
1.4.9.5.	<p data-bbox="373 537 695 563"><i>Contents of Report - Firm</i></p> <p data-bbox="373 570 926 667">As required by SMO 1, the quality assurance review report should include the following conclusions:</p> <ul style="list-style-type: none"> <li data-bbox="373 708 842 837">- Whether the firm's system of quality control has been designed to meet the requirements of the applicable quality control standards; <li data-bbox="373 846 894 943">- Whether the firm has complied with its system of quality control during the period under review; and <li data-bbox="373 951 909 1013">- Reasons for reaching negative conclusions on either or both of the above. <p data-bbox="373 1053 905 1151">Does the quality assurance program require all of these elements to be included in the report?</p>	1⊙ Yes	Although local requirements do not clearly specify this, the final product covers these elements.
		2○ No	
1.4.9.8.	<p data-bbox="373 1195 653 1221"><i>Response to Reporting</i></p> <p data-bbox="373 1227 884 1357">Is the subject of the review required to provide a timely written response to the recommendations and conclusions of the quality assurance review report, including</p>	1⊙ Yes	

Number	Question Title/Text/Help text	Answer	Comments
	planned actions and expected time of completion or implementation?	2 <input type="radio"/> No	
1.4.9.10.	<i>Reporting to the Public</i> Does your organization prepare and make available to the public (and upon request from regulatory authorities) an annual report summarizing the results of the quality assurance review program?	1 <input checked="" type="radio"/> Yes 2 <input type="radio"/> No	Not available to the public
1.4.10.	Corrective and Disciplinary Actions		
1.4.10.1.	<i>Corrective Actions Required</i> Does your organization require each of its members to make appropriate corrections to its system of quality control, or in its compliance with policies and procedures?	1 <input checked="" type="radio"/> Yes 2 <input type="radio"/> No	
1.4.10.3.	<i>Disciplinary Actions</i> If one of your members subsequently fails to demonstrate compliance with professional standards and regulatory and legal requirements, do you take appropriate disciplinary action?	1 <input type="radio"/> Yes 2 <input checked="" type="radio"/> No	IBRACON has no role in disciplinary actions, which are taken by CFC, if appropriate
1.4.10.4.	<i>Disciplinary Actions Follow Up</i> Please explain why your organization does not take appropriate disciplinary action if one of your members subsequently fails to demonstrate compliance with professional	IBRACON has no power for sanctions. However, IBRACON has seats at the Managing Committee for Quality Control	

Number	Question Title/Text/Help text	Answer	Comments
	standards and regulatory and legal requirements.	Review within CFC, where it acts supporting CFC oversight role.	
1.4.10.5.	<i>Linkage with Disciplinary Actions</i> Does your organization clearly establish a link between less than satisfactory results of quality assurance reviews and the initiation of corrective and disciplinary actions under its disciplinary system?	1 <input checked="" type="radio"/> Yes 2 <input type="radio"/> No	
2.	SMO 2		
2.1.	<i>MB Membership Requirements</i> Which of the following are required for individuals to be admitted as members in your organization? Select all the options that are appropriate.	1 <input checked="" type="checkbox"/> Complete a program of professional accountancy education 2 <input checked="" type="checkbox"/> Complete a practical experience requirement 3 <input type="checkbox"/> Complete a final assessment of the individual's professional capabilities and competencies 4 <input type="checkbox"/> None of the above	Although there is no requirement for an assessment, the CVM (Brazilian Security Commission requires that to audit listed companies, auditors must submit themselves to an examination. The exam is done by CFC and IBRACON.
2.2.	<i>Continuous Professional Development</i>		

Number	Question Title/Text/Help text	Answer	Comments
	Is there a requirement for your members to develop and maintain competence through continuous professional development (CPD)?	1 <input checked="" type="radio"/> Yes 2 <input type="radio"/> No	This requirement does not apply for those serving non-listed, non-financial institutions clients
2.3.	Professional Accountancy Education		
2.3.1.	<i>Professional Accountancy Education Program</i> Who delivers the professional accountancy education program for your members? Select all the answer options that are appropriate.	1 <input type="checkbox"/> Our organization 2 <input type="checkbox"/> Another IFAC member body 3 <input checked="" type="checkbox"/> Universities 4 <input type="checkbox"/> Approved training institutions 5 <input type="checkbox"/> Government bodies 6 <input type="checkbox"/> Other organizations	
2.3.2.	<i>Describe Other Organizations</i> Where your response in question 2.3.1 indicates another IFAC member body, universities, approved training institutions, and / or other organizations deliver the professional accountancy education program, describe these organizations and their legal authority to deliver the program. (Include the name of the other IFAC member body where relevant).	Universities must follow rules and regulations set by government.	
2.3.3.	<i>Prof Accountancy Education Program Follow Up</i>		

Number	Question Title/Text/Help text	Answer	Comments
	<p>Please describe how your organization ensures the professional accountancy education program, delivered by the organization in response to question 2.3.1., meets the required content.</p> <p>Include in your description the specific activities your organization undertakes with regards to the necessary content requirements.</p>	<p>IBRACON has no responsibility to ensure the Universities quality of education. All universities are under the umbrella of the Ministry of Education, which makes sure that all Universities offer the expected quality of education.</p>	
2.4.	Final Assessment Follow Up		
2.4.1.	<p><i>Final Assessment Approach Follow Up</i> Since your organization does not require completion of a final assessment, please describe how your organization assesses whether an individual has the required professional capabilities and competencies.</p>	<p>There is no assessment on the capabilities and competencies of professionals.</p>	<p>It is important to remember that IBRACON is not a mandatory membership organization.</p>
2.4.2.	<p><i>Plans for Final Assessment</i> Are there plans to introduce a final assessment of professional capabilities and competence?</p>	<p>1 <input checked="" type="radio"/> Yes</p> <p>2 <input type="radio"/> No</p>	
2.4.3.	<p><i>Describe Plans for Final Assessment</i> Please describe the proposals to introduce a final assessment of professional capabilities and competence, including how the final assessment will be undertaken and when your organization intends to implement the</p>	<p>CFC started to assess students, but had to stop doing it by the force from court litigations.</p>	<p>There is an effort to change the current legislation to permit CFC to assess students prior to their registration.</p>

Number	Question Title/Text/Help text	Answer	Comments
	final assessment requirement.		
2.11.	IES 5 Practical Experience Requirement		
2.11.1.	<i>Approved Provider</i> Section 2.11 deals with the practical experience requirement established by your organization. Does the practical experience requirement have to be obtained with approved providers or employers?	1 <input type="radio"/> Yes 2 <input checked="" type="radio"/> No	
2.11.3.	<i>Provider Follow Up</i> How does your organization determine whether a provider or employer is able to provide the candidate with the practical experience necessary?	It is considered that any accounting firm is able to provide a reasonable necessary practical experience and training.	
2.11.4.	<i>Length of Practical Experience</i> What is the required length of pre-qualification practical experience? Select the answer option that is most appropriate.	1 <input checked="" type="radio"/> Three years 2 <input type="radio"/> Less than three years 3 <input type="radio"/> More than three years	There is no defined length of practical experience
2.11.6.	Practical Application SMO 2		
2.11.6.1.	<i>Practical Application</i> Where relevant graduate (beyond undergraduate, e.g., masters) professional education has a strong element of practical accounting application, may any portion of	1 <input checked="" type="radio"/> Yes	

Number	Question Title/Text/Help text	Answer	Comments
	the professional education be contributed to the practical experience requirement?	2 <input type="radio"/> No	
2.11.6.2.	<i>Practical Application Recognized</i> How many months of the practical accounting component may be contributed towards the practical experience requirement?	1 <input type="radio"/> One to twelve months 2 <input checked="" type="radio"/> Thirteen or more months 3 <input type="radio"/> Other	
2.11.6.3.	<i>Practical Application Period</i> State the number of months of relevant graduate (beyond under-graduate, e.g., masters) professional education that may be contributed towards the practical experience requirement.	Whole course	
2.11.6.4.	<i>Practical Application Follow Up</i> What factors or conditions were relevant in establishing the number of months that may be contributed towards the practical experience requirement?	It is considered that the level of discussions and exchange of experience in those courses are sufficient to give a view of the practice, provided the candidate obtain graduation	
2.11.7.	Timing of Experience		
2.11.7.1.	<i>Pre or Post Qualification Experience</i> The practical experience for accountants may be obtained (select all the answer options that are appropriate):	1 <input type="checkbox"/> Before the professional accountancy education program of study	

Number	Question Title/Text/Help text	Answer	Comments
		<p>2 <input checked="" type="checkbox"/> At the same time as the professional accountancy education program of study</p> <p>3 <input checked="" type="checkbox"/> After the professional accountancy education program of study</p>	
2.11.7.2.	<i>Describe Pre or Post Experience</i> Describe the length of practical experience that may be obtained pre-qualification and / or post-qualification.	Undergraduate / recently-graduated individuals must work under supervision as member of an auditing team.	
2.12.	IES 5 Monitoring of Practical Experience Requirement		
2.12.1.	<i>Monitoring of Practical Experience</i> Is the period of practical experience monitored?	<p>1 <input type="radio"/> Yes</p> <p>2 <input checked="" type="radio"/> No</p>	
2.12.2.	<i>Monitoring of Practical Experience Follow Up</i> Please indicate whether there are plans to begin monitoring of practical experience and if not, a description of the reasons why.	There is no plan, because we believe that to be a public accountant, the individual must receive a degree in Science of Accounting, the practical experience is an instrument to give experience and add to the theoretical approach of the Universities.	

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2.14.	IES 7 Continuing Professional Development - CPD		
2.14.1.	<p><i>Responsibility for CPD Requirements</i> Section 2.14 deals with the continuous professional development requirements established by your organization.</p> <p>Who establishes the continuous professional development requirements applicable to your members? Select all the answer options that are appropriate.</p>	<p>1 <input type="checkbox"/> Our organization</p> <p>2 <input checked="" type="checkbox"/> Another organization (state the name of the organization including whether it is an IFAC member body)</p> <p>3 <input checked="" type="checkbox"/> Law and / or regulation (state the name of the law / regulation)</p> <p>4 <input type="checkbox"/> Other (please describe)</p>	<p>CFC, the Federal Council of Accounting CVM, the SEC-equivalent in Brazil</p>
2.14.2.	<p><i>CPD and Professional Accountants</i> Which membership categories are required to maintain professional competence through continuous professional development? Select all the answer options that are appropriate.</p>	<p>1 <input type="checkbox"/> All our qualified members</p> <p>2 <input checked="" type="checkbox"/> Qualified members who perform audits of listed entities</p> <p>3 <input checked="" type="checkbox"/> Qualified members who perform audits of entities</p>	<p>In addition to listed entities, there are specific CPE requirements for those involve with audits of financial institutions</p>

Number	Question Title/Text/Help text	Answer	Comments
		<p>other than listed entities</p> <p>4 <input type="checkbox"/> Qualified members who provide services (other than audit) to the public</p> <p>5 <input type="checkbox"/> Qualified members who are employed in business</p> <p>6 <input type="checkbox"/> Other (please describe)</p>	
2.14.3.	Requirement - CPD		
2.14.3.1.	<p><i>Type of CPD Requirement</i></p> <p>Which of the following answer options describes the way the continuous professional development is structured? Select all the answer options that are appropriate.</p>	<p>1 <input checked="" type="checkbox"/> Members must satisfy a number of hours of continuous professional development a year or over a number of years</p> <p>2 <input checked="" type="checkbox"/> All members are to satisfy specified content requirements (e.g. specified courses or knowledge content)</p> <p>3 <input type="checkbox"/> Members working in specialist areas or areas of high risk to the public are to satisfy specified content requirements (e.g. specified courses or knowledge content)</p> <p>4 <input type="checkbox"/> Other</p>	
2.14.3.3.	<i>Hours of Continuous Professional Development</i>		

Number	Question Title/Text/Help text	Answer	Comments
	Which one of the following answer options best describes the continuous professional development hours required?	<p>1 <input type="radio"/> Members have to complete a minimum of 120 hours or equivalent learning units of relevant professional development activity over a three-year rolling period.</p> <p>2 <input checked="" type="radio"/> Members have to complete a minimum of 20 hours or equivalent learning units in each year</p> <p>3 <input type="radio"/> Other</p>	Professional Accountant are required to complete 32 hours per year, or 120 hours in three years, provided a minimum of 20 hours in each year.
2.14.3.5.	<i>Describe Content Requirement</i> Describe the content requirement applicable to all members.	Anything that is accounting or audit related. Courses have to be pre-qualified before the CFC and its chapters	
2.14.3.8.	<i>Monitoring of CPD</i> Is there a process to monitor whether your members who are qualified as professional accountants meet the continuous professional development requirements?	<p>1 <input checked="" type="radio"/> Yes, there is a monitoring process for CPD requirements</p> <p>2 <input type="radio"/> No, there is no monitoring process for CPD requirements</p>	However, monitoring is performed by CFC and its chapters
2.14.4.	Monitoring of CPD Requirement		
2.14.4.1.	<i>Monitoring Process SMO 2</i> Which of the following elements does the monitoring process include? Select all the answer options that are appropriate.	<p>1 <input type="checkbox"/> Professional accountants are required to submit a declaration</p> <p>2 <input checked="" type="checkbox"/> Professional accountants are</p>	

Number	Question Title/Text/Help text	Answer	Comments
		<p>required to submit evidence</p> <p>3 <input type="checkbox"/> Our organization audits a sample of professional accountants to check compliance</p> <p>4 <input checked="" type="checkbox"/> Compliance is monitored through firm quality control standards</p> <p>5 <input type="checkbox"/> Compliance is monitored through a quality assurance review program</p> <p>6 <input type="checkbox"/> Other (please describe)</p> <p>7 <input type="checkbox"/> None of the above</p>	
2.14.4.3.	<p><i>Sanctions SMO 2</i></p> <p>Where a professional accountant does not satisfy the CPD requirements (within a reasonable period of encouraging the professional accountant to meet the requirements), are sanctions or other non-compliance actions, such as expulsion or denial of the right to practice, imposed?</p>	<p>1 <input checked="" type="radio"/> Yes, sanctions or actions for non-compliance are imposed</p> <p>2 <input type="radio"/> No, sanctions or other non-compliance actions are not imposed</p>	<p>Non-compliance would mean inability to work on listed companies and/or financial institutions</p>
2.14.4.4.	<p><i>Sanction Types and CPD</i></p> <p>Describe the nature and extent of the sanction, expulsions or denial of the right to practice.</p>	<p>CFC is the only body authorized to sanction and preclude practitioners from working</p>	
2.15.	<p><i>Activities to Promote IESs SMO 2</i></p>		

Number	Question Title/Text/Help text	Answer	Comments
	<p>Please describe the activities your organization undertakes to promote and assist in implementing the pronouncements issued by IFAC's International Accounting Education Standards Board.</p>	<p>As mentioned before, the Education System in Brazil is a matter of the Federal Government. IBRACON aim to publicize and discuss all IFAC Standards and publications, and promote discussions in the appropriate forums.</p>	
3.	SMO 3		
3.1.	<p><i>Auditing Standards in Law/Regulation</i> Does law or regulation establish the set of auditing standards to be used in the audit of private sector listed entities and non-listed entities? Select all the answer options that are appropriate.</p> <p>Where the law / regulation establishes the auditing standards to be used by reference to the set of standards to be used by their name or by including the text of the standards in the law / regulation, please respond "yes" to this question. Section 3.8. of this module includes questions about the law / regulation.</p> <p>Where the law / regulation gives authority to a national standard-setter to establish the auditing standards, please respond "no". Section 3.2. of this module includes questions about the standard-setter and the</p>	<p><input type="checkbox"/> Yes for audits of listed entities</p>	<p>Although the Security Commission and the Central Bank do not set auditing standards, they established rules that must be followed for audits of listed companies and financial institutions. The auditing standards are issued by CFC with IBRACON.</p>

Number	Question Title/Text/Help text	Answer	Comments
	auditing standards that are established.	2 <input type="checkbox"/> Yes for audits of non-listed entities 3 <input checked="" type="checkbox"/> No for audits of listed entities 4 <input checked="" type="checkbox"/> No for audits of non-listed entities	
3.2.	Responsibility for Private Sector Auditing Standards		
3.2.1.	<i>Auditing Standards - Private Sector</i> Is there only one set of auditing standards or are the auditing standards applicable to listed entities different from non-listed entities?	1 <input checked="" type="radio"/> The auditing standards for listed entities and non-listed entities are the same set of standards 2 <input type="radio"/> The auditing standards for listed entities and non-listed entities are not the same set of standards	
3.2.6.	<i>Responsibility for Auditing Standards</i> Who has the authority for establishing the auditing standards for listed and non-listed entities?	1 <input type="radio"/> Our organization 2 <input type="radio"/> Another IFAC member body 3 <input checked="" type="radio"/> Joint process between our organization and another IFAC member body or other organization 4 <input type="radio"/> Another organization	Conselho Federal de Contabilidade - CFC
3.3.	Member Body SMO 3		
3.3.1.	<i>MB Convergence Objective SMO 3</i> Has convergence with IAASB	1 <input checked="" type="radio"/> Yes	

Number	Question Title/Text/Help text	Answer	Comments
	pronouncements been established as an objective?	2○ No	
3.3.3.	<i>MB Convergence Implemented SMO 3</i> Has the convergence objective for auditing standards been implemented?	1⊙ Yes 2○ No	Not fully implemented
3.6.	Incorporation of Auditing Standards		
3.6.1.	<i>Incorporation Approach SMO 3</i> Where your response indicates that convergence with IAASB pronouncements has been implemented, which of the following best describes the approach is used to incorporate the IAASB pronouncements into national standards? Select the answer option that is most appropriate. Help text: Answer Option 1 and reference to "adopted without amendment" Select this option where IAASB pronouncements are adopted as drafted except for changes to: Rename the IAASB pronouncement to a national standard name; Translate the IAASB pronouncement into another language; Apply an effective date that differs from the IAASB pronouncement.	1○ IAASB pronouncements are adopted as drafted without amendments (refer Help Text) 2○ IAASB pronouncements are adopted as national standards and amended as necessary to address differences due to conflicts with legal or regulatory requirements (refer Help Text)	In reality, the Brazilian situation is a mixed between alternative 2 and 3.

Number	Question Title/Text/Help text	Answer	Comments
	<p>Answer Option 2 and 3 reference to "Differences"</p> <p>In responding to this question, "differences" may include:</p> <p>Requirements in addition to those specified in the IAASB pronouncement or ISA;</p> <p>Deletion of a basic principle, essential procedure, and / or related guidance specified in the IAASB pronouncement or ISA;</p> <p>Modification of a requirement specified in the IAASB pronouncement or ISA (e.g. an ISA requirement was not deleted in full because a similar requirement was included).</p>	<p>3○ Existing national standards are compared with IAASB pronouncements to eliminate to the extent possible differences between the national standard and the IAASB pronouncement (refer Help Text)</p> <p>4⊙ Other</p>	
3.6.5.	Incorporation - Other SMO 3		
3.6.5.1.	<p><i>Other Approach SMO 3</i></p> <p>Describe the approach used to incorporate IAASB pronouncements into national standards.</p>	<p>In general, IAASB pronouncements are used as a first version for discussion. Many adjustments refer to limited different alternatives</p>	

Number	Question Title/Text/Help text	Answer	Comments
		permitted by IAASB. In other cases, the adjustments are made to consider local regulation.	
3.6.5.2.	<p><i>IAASB Pronouncements Incorporated Other</i></p> <p>Which of the following IAASB pronouncements have been incorporated? Select all the answer options that are appropriate.</p>	<p>1 <input type="checkbox"/> International Standard on Quality Control 1</p> <p>2 <input checked="" type="checkbox"/> International Standards on Auditing</p> <p>3 <input type="checkbox"/> International Auditing Practices Statements</p> <p>4 <input type="checkbox"/> International Standards on Assurance Engagements</p> <p>5 <input type="checkbox"/> International Standards on Review Engagements</p> <p>6 <input type="checkbox"/> International Standards on Related Services</p>	
3.6.5.3.	<p><i>Information - Other SMO 3</i></p> <p>Is information publicly available describing or comparing differences between the IAASB pronouncements and national standards and other pronouncements including:</p> <p>Whether it is the version of the IAASB pronouncement that is in effect as at September 30, 2005; The effective date of the national standard or</p>	1 <input type="radio"/> Yes	

Number	Question Title/Text/Help text	Answer	Comments
	<p>pronouncement related to the IAASB pronouncement; The differences between the IAASB pronouncement and the national standard or pronouncement; and The reasons for the differences?</p>	<p>2⓪ No</p>	
3.6.5.4.	<p><i>Submit Information - Other SMO 3</i> If information about the similar or equivalent national standards and pronouncements is publicly available and it is in English, please indicate this in your response and submit a copy to Compliance Staff.</p> <p>If this information is not available, complete the SMO 3: Comparison with IAASB Pronouncements report by clicking on the link and submit it in Word format to Compliance Staff.</p> <p>Indicate whether your organization will be submitting available information or the "SMO 3: Comparison with IAASB Pronouncements" report.</p>	<p>1⓪ The information is available and in English and will be submitted to Compliance Staff</p>	
		<p>2⓪ The "SMO 3: Comparison</p>	

Number	Question Title/Text/Help text	Answer	Comments
		with IAASB Pronouncements" report will be completed and submitted to Compliance Staff	
3.10.	Translation SMO 3		
3.10.1.	<i>Translation of IAASB Pronouncements</i> Are the IAASB pronouncements translated into a national language?	<input type="radio"/> No as English is the national language or a widely spoken language <input checked="" type="radio"/> Yes, the IAASB pronouncements are translated <input type="radio"/> No and English is not an official language or is not widely spoken	The translation is out of date.
3.10.2.	<i>IFAC Translation Policy SMO 3</i> Is the IFAC Translation Policy followed?	<input type="radio"/> Yes <input checked="" type="radio"/> No	At the time there were no IFAC translation rules.
3.10.3.	<i>Principal Translator SMO 3</i> Who is the principal translator? Select the answer option that is most appropriate.	<input checked="" type="radio"/> Our organization is the principal translator <input type="radio"/> The government or another organization is the principal translator <input type="radio"/> Our organization and the government or another organization are the principal translators	
3.10.4.	<i>Key Words SMO 3</i>		

Number	Question Title/Text/Help text	Answer	Comments
	Does the translation process include a list of key words?	1 <input checked="" type="radio"/> Yes 2 <input type="radio"/> No	
3.10.5.	<i>Faithful Translation SMO 3</i> What processes are in place to ensure a faithful translation of the IAASB pronouncements?	There is no current plan to translate the IAASB pronouncements.	
3.11.	<i>Activities to Promote IAASB Pronouncements</i> Please describe the activities your organization undertakes to promote and assist in the implementation of IAASB pronouncements and other IAASB activities.	IBRACON has a history participating in IAASB activities. Locally, IBRACON utilizes the IAASB standards as the first version for local standards, and promote several seminars on International Standards on Auditing. Currently IBRACON does not have a project to update the "book" for being involved with the translation the IFRS. After that, the translation will be done.	
4.	SMO 4		
4.1.	Responsibility and National Ethical Requirements		
4.1.1.	<i>IFAC MB and Ethical Requirements</i> Does your organization establish ethical requirements (e.g. code of ethics, code of conduct, ethics rules, member regulations,	1 <input type="radio"/> Yes, our organization does establish ethical requirements	CFC has the authority to establish those rules. Independence rules

Number	Question Title/Text/Help text	Answer	Comments
	<p>etc.) to be complied with by your members?</p> <p>Help text: In some countries, ethical requirements may be established on a regional, provincial, or state basis. Where this is the case in your country for the ethical requirements that apply to your members, please contact Compliance Staff for further instruction.</p>	<p>2⊙ No, our organization does not establish ethical requirements</p>	<p>implemented are equivalent to IFAC's.</p>
4.1.4.	<p><i>Ethical Requirements for Members</i> In responding in question 4.1.1 that your organization does not establish ethical requirements, is this because ethical requirements to be complied with by your members are established by one or more of the following? Select all the answer options that are appropriate.</p>	<p>1<input checked="" type="checkbox"/> Ethical requirements established by another IFAC member body</p> <p>2<input type="checkbox"/> Ethical requirements established in law or regulation</p> <p>3<input type="checkbox"/> Ethical requirements established by another professional body</p> <p>4<input type="checkbox"/> Other (please describe)</p> <p>5<input type="checkbox"/> None of the above</p>	
4.1.8.	<p><i>Other IFAC Member - Ethics</i> State the name of the IFAC member body and their responsibilities with regards to establishing ethical requirements applicable to your members.</p>	<p>Conselho Federal de Contabilidade - CFC</p>	

Number	Question Title/Text/Help text	Answer	Comments
4.15.	<i>Activities to Promote IFAC Code of Ethics</i> Please describe the activities your organization undertakes to promote and assist in implementing the pronouncements (e.g. IFAC Code of Ethics) and work of IFAC's International Ethics Standards Board for Accountants.	IBRACON was involved in the set of the NBC P 1.2 Independência (Independency), which is entirely based on the Part B of IFAC Code of Ethics	
5.	SMO 5		
5.1.	<i>Public Sector Accounting Standards - Objective</i> Has the federal government / national government established convergence with International Public Sector Accounting Standards (IPSASs) as an objective?	1 <input type="radio"/> Yes 2 <input checked="" type="radio"/> No 3 <input type="radio"/> Information is not available or not known	
5.2.	IPSASs Convergence Follow Up		
5.2.1.	<i>Public Sector Accounting Standards - Cash/Accrual</i> Do the national public sector accounting standards require financial statements to be prepared on a cash basis or accrual basis?	1 <input type="radio"/> Cash 2 <input type="radio"/> Accrual 3 <input checked="" type="radio"/> Both cash and accrual are permitted	Expenses are registered on accrual basis and revenues on cash basis
5.2.2.	<i>Convergence Plans Follow Up SMO 5</i> Does the government have plans to converge	1 <input type="radio"/> Yes	Studies are in progress.

Number	Question Title/Text/Help text	Answer	Comments
	national public sector accounting standards with IPSASs?	2 <input type="radio"/> No 3 <input checked="" type="radio"/> Information is not available or not known	
5.4.	<i>Activities to Promote IPSASB Pronouncements</i> Please describe the activities your organization undertakes to promote pronouncements issued by the International Public Sector Accounting Standards Board. Please provide an explanation where such activities have not been undertaken because they are not within the scope of your organization's objectives or work program.	IBRACON is not involved with public sector matters.	
6.	SMO 6		
6.1.	<i>Investigation and Discipline Program</i> In your jurisdiction is there a program for investigating and disciplining members of your organization for misconduct, including breaches of professional standards and rules?	1 <input checked="" type="radio"/> Yes	
		2 <input type="radio"/> No	
6.3.	Responsibility for Investigation and Discipline		
6.3.1.	<i>Body Responsible for Investigation and Discipline</i>		

Number	Question Title/Text/Help text	Answer	Comments
	<p>Is your organization responsible for investigation and discipline of misconduct, including breaches of professional standards and rules by its individual members (and, if local laws and practices permit, by firms)? Select the answer option that is most appropriate.</p>	<p>1 <input type="radio"/> Yes, our organization has this responsibility</p> <p>2 <input checked="" type="radio"/> No, responsibility for investigation and discipline rests solely with an external body</p> <p>3 <input type="radio"/> Our organization shares responsibility for investigation and discipline with an external body</p> <p>4 <input type="radio"/> Other</p>	
6.3.2.	<p><i>Name of Body Responsible for Investigation and Discipline</i> Provide the name(s) of the external body responsible for investigation and discipline or the name of the body sharing this responsibility with the member body.</p>	<p>Conselho Federal de Contabilidade - CFC</p>	
6.4.	<p><i>Activities to Promote SMO 6</i> Please describe what activities your organization undertakes to promote obligations set in SMO 6, Investigation and Discipline.</p>	<p>IBRACON does not undertake disciplinary sanction</p>	
7.	<p>SMO 7</p>		

Number	Question Title/Text/Help text	Answer	Comments
7.1.	<p><i>Accounting Standards in Law/Regulation</i> Does law or regulation establish the set of accounting standards to be used for preparation of financial statements of private sector listed entities and non-listed entities? Select all the answer options that are appropriate.</p> <p>Where the law / regulation establishes the accounting standards to be used by reference to the set of standards to be used by their name or by including the text of the standards in the law / regulation, please respond "yes" to this question. Section 7.8. of this module includes questions about the law / regulation.</p> <p>Where the law / regulation gives authority to a national standard-setter to establish the accounting standards, please respond "no". Section 7.2. of this module includes questions about the standard-setter and the accounting standards that are established.</p>	<p>1 <input checked="" type="checkbox"/> Yes, for financial statements of listed entities</p> <p>2 <input type="checkbox"/> Yes, for financial statements of non-listed entities</p> <p>3 <input type="checkbox"/> No, for financial statements of listed entities</p> <p>4 <input checked="" type="checkbox"/> No, for financial statements of non-listed entities</p>	<p>The corporation law sets some accounting standards, and the Security Commission has legal authority to regulate the market, which includes accounting practice. However, CVM has a tradition to discuss accounting standards with IBRACON. A new body was created (Committee for Accounting Standards - CPC), formed by IBRACON, CFC, Abrasca, Apimec, Bovespa and Fipecafi, and supported by CVM, Central Bank and tax authorities. This Committee will be the local standard setter.</p>
7.2.	Responsibility for Private Sector		

Number	Question Title/Text/Help text	Answer	Comments
Accounting Standards			
7.2.4.	<i>Standard-Setter - Non-Listed SMO 7</i> Who has the authority establishing the accounting standards for non-listed entities?	<input type="radio"/> Our organization <input type="radio"/> Another IFAC member body <input checked="" type="radio"/> Joint process between our organization and another IFAC member body <input type="radio"/> Another organization	
7.5.	Member Body - Non-Listed SMO 7		
7.5.1.	<i>MB Convergence Objective - Non-Listed SMO 7</i> Where national accounting standards for non-listed entities are established by your organization, has convergence with IFRSs and other IASB pronouncements been established as an objective? Select all the answer options that are appropriate.	<input checked="" type="checkbox"/> Yes, for IFRSs <input type="checkbox"/> Yes, for other IASB pronouncements <input type="checkbox"/> No, convergence has not been established as an objective	
7.5.3.	<i>MB Convergence Implemented - Non-Listed SMO 7</i> Has the convergence objective for non-listed entities been implemented? Select all the answer options that are appropriate.	<input type="checkbox"/> Yes, for IFRSs <input type="checkbox"/> Yes, for other IASB pronouncements <input checked="" type="checkbox"/> No, the convergence	

Number	Question Title/Text/Help text	Answer	Comments
		objective has not been implemented	
7.5.4.	<p><i>MB Implementation - Non-Listed - Follow Up SMO 7</i></p> <p>For national accounting standards for non-listed entities, are there plans to implement convergence with IFRSs and other IASB pronouncements?</p> <p>Help text:</p>	<p>1 <input type="radio"/> Yes</p> <p>2 <input checked="" type="radio"/> No</p>	There are legal barriers to have IFRRS mandatory for non-listed companies
7.5.6.	<p><i>MB Implementation Plans - Non-Listed - Follow Up SMO 7</i></p> <p>Please explain why there are no plans to implement the convergence objective with regards to accounting standards for non-listed entities.</p>	See prior comment	
7.8.	Law/Reg and Accounting Standards		
7.8.3.	<p><i>Accounting Standards for Listed</i></p> <p>Does the law/regulation require the use of International Financial Reporting Standards issued by the International Accounting Standards Board for preparation of financial statements of listed entities? Select the answer option that is most appropriate.</p>	<p>1 <input type="radio"/> The law/regulation simply refers to International Financial Reporting Standards as the accounting standards (without bringing in the full or partial text of individual IFRSs)</p> <p>2 <input type="radio"/> For listed entities, the</p>	The São Paulo Stock Exchange has created the Novo Mercado (New Market), a different level with higher corporate governance requirements, where companies must issue the financial statements using IFRS.

Number	Question Title/Text/Help text	Answer	Comments
		<p>law/regulation contains the full text of each IFRS</p> <p>3○ For listed entities, the law/regulation contains the main principles of the IFRSs</p> <p>4○ For listed entities, the law / regulation has a requirement to use IFRSs using another approach (please describe)</p> <p>5⊙ For listed entities, the law / regulation requires the use of national standards with no reference to IFRSs</p>	
7.8.6.	<p><i>National Accounting Standards - Listed</i> Provide the name of the national accounting standards for listed entities and other authoritative pronouncements established by law/regulation.</p>	Corporate Law supplemented by standards issued by CVM	
7.8.8.	<p><i>MB Responsibilities National Standards SMO 7</i> Does your organization have responsibility for any of the following activities? Select all the answer options that are appropriate.</p>	<p>1☑ Develop or assist in developing the proposed standards as law / regulation</p> <p>2☑ Develop other authoritative pronouncements</p> <p>3☑ Promulgate the accounting standards (e.g. by publishing or communicating the standards to the public)</p>	

Number	Question Title/Text/Help text	Answer	Comments
		<input type="checkbox"/> Other (please describe) <input type="checkbox"/> None of the above	
7.8.10.	<p><i>Authoritative Pronouncements and Law/Reg SMO 7</i> Please state the name of the other authoritative pronouncements and describe their purpose.</p>	Normas e Pronunciamentos Contábeis - NPC	
7.8.11.	<p><i>Describe Activities and Law/Reg SMO 7</i> Describe your organization's activities for promulgating and / or implementing the standards.</p>	Other pronouncements are requested by circumstances and are discussed internally (National Commission of Technical Standards), and discussed with CVM and CFC.	
7.8.13.	<p><i>National Standards and Convergence SMO 7</i> Please describe the activities your organization has undertaken to promote IFRSs and other IASB pronouncements to the relevant government or regulatory body that sets national standards. Include in your explanation descriptions of any specific activities and the outcome.</p>	Besides the translation of the IFRS and the issue of the comparison between local standards and IFRS. IBRACON organizes seminars and training on IFRS and utilizes IFRS for local standards.	
7.11.	<p><i>Promotion Activities SMO 7</i> Please describe the activities your organization undertakes to promote and assist in the implementation of IFRSs and</p>	Ibracon supports IASB and is aiming to translate the IFRS for the third time. Besides that, Ibracon	

Number	Question Title/Text/Help text	Answer	Comments
	other IASB pronouncements and activities.	published the main differences between IFRS and BR GAAP, organizes seminars and training on this subject.	
8.	Certification of Chief Executive		
8.1.	<p><i>Complete Certification</i></p> <p>Once all required questions have been completed, the Certification of Chief Executive should be signed and submitted to Compliance Staff. Click here to download a copy of the Certification form.</p>	<p>1 <input checked="" type="checkbox"/> Yes, the Certification of Chief Executive has been submitted</p> <p>2 <input type="checkbox"/></p>	