

## Online Permission Request & Inquiry System (OPRI)

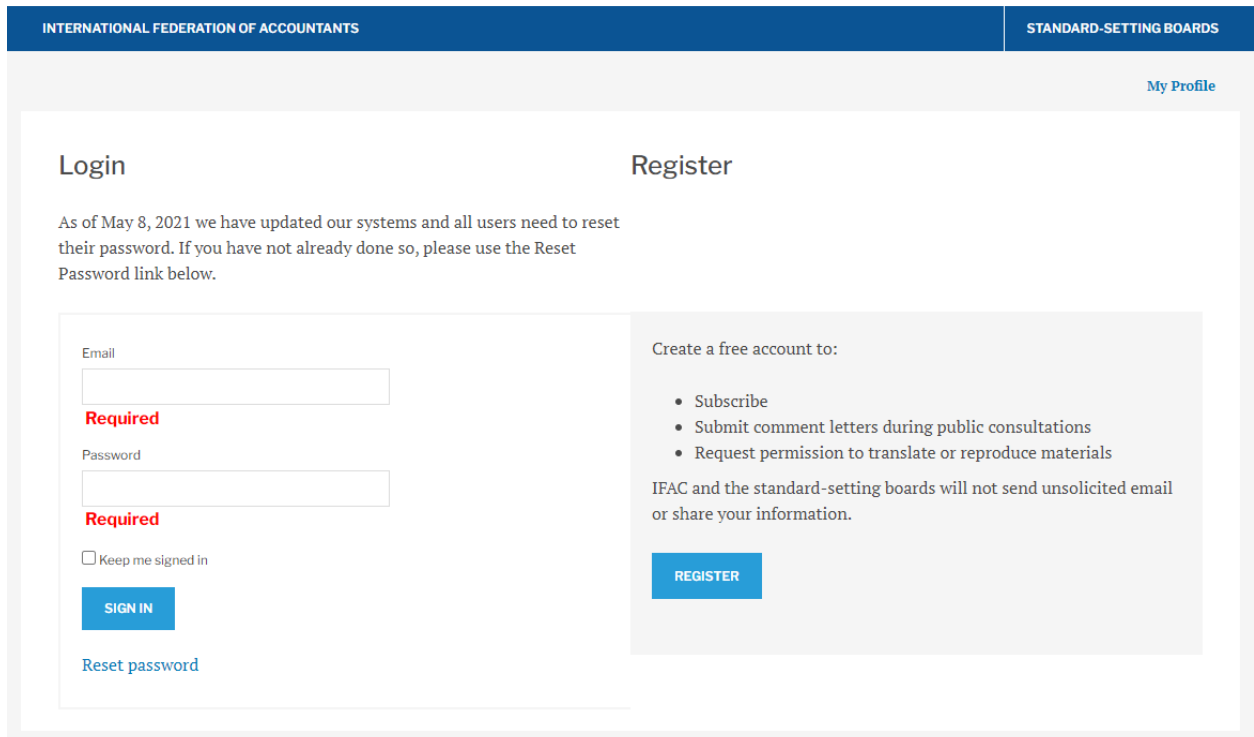
### Overview

To reproduce or translate content issued by IFAC, including standards developed by the standard-setting boards (SSBs) IFAC supports, please submit a permission request via our online permission request system (OPRI).

Once submitted to IFAC, an acknowledgement email will be sent, confirming successful submission of your permission request. You will normally hear back from us within two weeks on next steps.

Please find instructions on submitting a permission request below.

### 1. Go to: [www.ifac.org/permission-request](http://www.ifac.org/permission-request) to 'REGISTER' an account



The screenshot shows the IFAC website's login and registration interface. At the top, there is a blue navigation bar with "INTERNATIONAL FEDERATION OF ACCOUNTANTS" on the left and "STANDARD-SETTING BOARDS" on the right. Below the navigation bar, there is a "My Profile" link. The main content area is divided into two sections: "Login" and "Register".

**Login Section:**

- Text: "As of May 8, 2021 we have updated our systems and all users need to reset their password. If you have not already done so, please use the Reset Password link below."
- Form fields: "Email" and "Password", both with "Required" labels in red.
- Checkbox: "Keep me signed in" (unchecked).
- Button: "SIGN IN" (blue).
- Link: "Reset password" (blue).

**Register Section:**

- Text: "Create a free account to:"
- List of options:
  - Subscribe
  - Submit comment letters during public consultations
  - Request permission to translate or reproduce materials
- Text: "IFAC and the standard-setting boards will not send unsolicited email or share your information."
- Button: "REGISTER" (blue).

### 2. GENERATE NEW REQUEST. Select the type of permission you are seeking

- Reproduction (to reproduce content, in whole or in part; the content may be in English or an existing IFAC-authorized translation)
- Translation of International Standards
- Translation of Other Publications
- Inquiry (please use this only where you have a question – any permission, whether to reproduce or translate, should be done via one of the previous options)



[MANAGE EXISTING REQUESTS](#) [BEGIN NEW REQUEST](#)

Welcome to IFAC's electronic Permission Request / Inquiry system. We appreciate your interest in IFAC's publications. Please start by selecting one of the options below.

[Request Type](#) [Find Publication](#) [Request Details](#)

If you wish to copy information from a previous request as the basis for preparing a new request, click "Manage Existing Requests" and select the copy function.

- Reproduction**  
You would like to reproduce or publish an IFAC publication in the English language, or you would like to reproduce or publish an existing translation.
- Translation of International Standards**  
You would like to translate an English language International Standard or Handbook containing International Standards into another language.
- Translation of Other Publications**  
You would like to translate an English language publication (other than International Standards) into another language.
- Inquiry**  
You have an inquiry related to the IFAC Policy Statements or questions regarding the Translations and Permissions.

[SAVE AND CONTINUE TO NEXT SECTION](#)

- 3. SELECT PUBLICATION.** Use the 'Filters' to easily locate the publication you are looking for. You can filter by:
- Publication Type (standards, exposure drafts, guidance, news, etc.)
  - Source (by SSB or IFAC)
  - Language (English or a translation)
  - Search Publication (if you know the name of the publication, you can simply search by title)

[MANAGE EXISTING REQUESTS](#) [BEGIN NEW REQUEST](#)

Filter By

[Request Type](#) [Find Publication](#) [Request Details](#) [Review](#)

- Select One
- [Conforming and Consequential Amendments to the IAASB's Other Standards as a Result of the New and Revised Quality Management Standards](#)  
Copyright January 2022
  - [The IESBA eNews, December 2021](#)  
Copyright December 2021
  - [Technology is a double-edged sword with both opportunities and challenges for the accountancy profession: Paper 2](#)  
Copyright December 2021
  - [Non-Authoritative Support Material: Using Automated Tools and Techniques on Audit Planning](#)  
Copyright December 2021
  - [IFAC's Vision for High-Quality Assurance of Sustainability Information](#)  
Copyright December 2021

« < 1 2 3 4 5 6 7 8 9 10 > »

[SAVE AND CONTINUE TO NEXT SECTION](#)

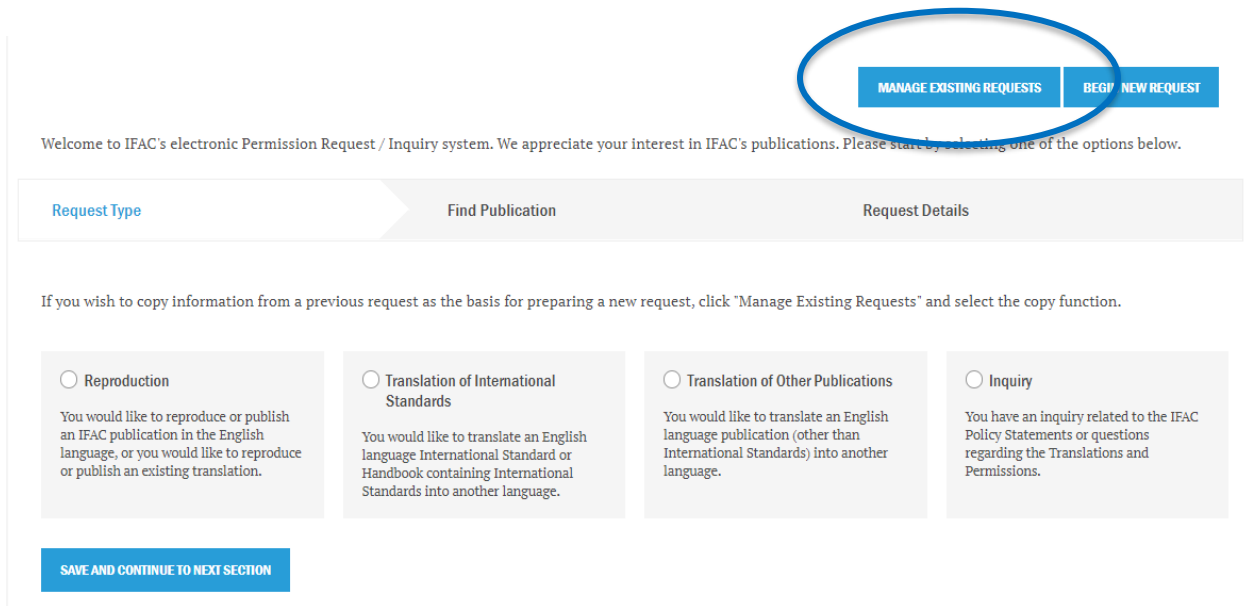
Once you find/select the publication, click the blue 'Save and Continue' button to go onto the next screen.



- 4. ENTER INFORMATION.** Provide as much detailed information as possible to expedite the permissions process. Please see Appendix A for an example of a Reproduction Request, and Appendix B for an example of a Translation Request.

Please click on the  to learn more information about a specific question/section.

- 5. To MANAGE YOUR REQUESTS,** please see below.



Welcome to IFAC's electronic Permission Request / Inquiry system. We appreciate your interest in IFAC's publications. Please start by selecting one of the options below.

[Request Type](#)      [Find Publication](#)      [Request Details](#)

If you wish to copy information from a previous request as the basis for preparing a new request, click "Manage Existing Requests" and select the copy function.

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- Translation of Other Publications**  
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- Inquiry**  
You have an inquiry related to the IFAC Policy Statements or questions regarding the Translations and Permissions.

[SAVE AND CONTINUE TO NEXT SECTION](#)

Once you click on "Manage Existing Requests," you will be taken to the following page:

## Manage Permission Requests

[BEGIN NEW REQUEST](#)

Request Date	Type	Publication	Status	Operations			
01/20/2022	Reproduction	Conforming and Consequential Amendments to the IAASB's Other Standards as a Result of the New and Revised Quality Management Standards	Draft	<a href="#">copy</a>	<a href="#">edit</a>	<a href="#">view</a>	<a href="#">delete</a>
01/06/2022	Reproduction		Draft	<a href="#">copy</a>	<a href="#">edit</a>	<a href="#">view</a>	<a href="#">delete</a>
12/14/2021	Translation of Other Publications		Draft	<a href="#">copy</a>	<a href="#">edit</a>	<a href="#">view</a>	<a href="#">delete</a>

- All requests you are currently working on will be shown as 'DRAFT'



- All requests already that have been submitted will be shown as 'SUBMITTED'

## 6. To EDIT REQUESTS

Please note, requests can only be edited (or deleted) when they are in DRAFT form. Once a permission request has been submitted, they cannot be edited.

# Manage Permission Requests

[BEGIN NEW REQUEST](#)

Request Date	Type	Publication	Status	Operations			
01/20/2022	Reproduction	Conforming and Consequential Amendments to the IAASB's Other Standards as a Result of the New and Revised Quality Management Standards	Draft	<a href="#">copy</a>	<a href="#">edit</a>	<a href="#">view</a>	<a href="#">delete</a>

## 7. To SUBMIT MULTIPLE REQUESTS

Requests can only be submitted one publication at a time. If you plan to submit multiple requests, please follow the instructions below to avoid typing out the same general information multiple times:

- Select the 'COPY' hyperlink:

# Manage Permission Requests

[BEGIN NEW REQUEST](#)

Request Date	Type	Publication	Status	Operations			
01/20/2022	Reproduction	Conforming and Consequential Amendments to the IAASB's Other Standards as a Result of the New and Revised Quality Management Standards	Draft	<a href="#">copy</a>	<a href="#">edit</a>	<a href="#">view</a>	<a href="#">delete</a>

- A duplicate permission request will be created.



[MANAGE EXISTING REQUESTS](#) [BEGIN NEW REQUEST](#)

Request Type **Find Publication** Request Details Review

*Note: All fields are required unless otherwise indicated*

Reproduction: **Conforming and Consequential Amendments to the IAASB's Other Standards as a Result of the New and Revised Quality Management Standards - Published Jan 19, 2022**

### Primary Contact >

Title	<input type="text" value="Select"/>
First name	<input type="text" value="Michelle"/>
Last name	<input type="text" value="Brody"/>
Position	<input type="text" value="Senior Manager"/>
Organization	<input type="text" value="Other"/>
Other	<input type="text" value="OrgX"/>
Type of organization or business e.g. IFAC member body, Forum of Firms, adopting authority, regulator, commercial publisher, etc.	<input type="text" value="IFAC Member Body"/>

e.g. IFAC member body, Forum of Firms, adopting authority, regulator, commercial publisher, etc.

- Go into the permission request and change the publication under the tab, 'Find Publication' to reflect the new permission request you will be submitting.
- Please update the details within this permission request that correspond with the new publication selected.
- Once completed, review details and 'Submit to IFAC'.
- You can repeat these steps whenever you return to OPRI and need to submit a new permission request.

Our typical turnaround time is two week; this may be extended if the information provided in the permission request is insufficient. Please be aware that some requests may be more complicated than others, and therefore require more processing time.

Kindly also note that it is IFAC's general policy that any reproduction rights granted are non-exclusive in nature. Reproduction of the material for adoption or non-commercial purposes may involve a fee. Commercial reproduction will involve a license fee and royalties.

Resources such as our policy statements, Frequently Asked Questions, and other relevant information are available on the [our website](#). If you need further assistance, please do not hesitate to contact us.



## Appendix A – Reproduction Request

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MANAGE EXISTING REQUESTS

BEGIN NEW REQUEST

*Note: All fields are required unless otherwise indicated*

Reproduction: Conforming and Consequential Amendments to the IAASB's Other Standards as a Result of the New and Revised Quality Management Standards - Published Jan 19, 2022

### Primary Contact >

Title	<input type="text" value="Select"/>
First name	<input type="text" value="Michelle"/>
Last name	<input type="text" value="Brody"/>
Position	<input type="text" value="Senior Manager"/>
Organization	<input type="text" value="Other"/>
Other	<input type="text" value="Org X"/>
Type of organization or business e.g. IFAC member body, Forum of Firms, adopting authority, regulator, commercial publisher, etc.	<input type="text" value="IFAC Member Body"/>

e.g. IFAC member body, Forum of Firms, adopting authority, regulator, commercial publisher, etc.

#### Mailing address

529 Fifth Avenue

6th Floor

New York, NY 10017



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Country	<input type="text" value="United States"/>
Email address	<input type="text" value="michellebrody@ifac.org"/>
Telephone number	<input type="text"/>

## General Information >

Territory (i.e., countries/regions, where the reproduction/product will be distributed/published/sold)	<input type="text" value="United States"/>
---	--

Title of organization's reproduction/product	<input type="text" value="Conforming and Consequential Amendments to the IAASB's Other Standards as"/>
--	--

Author(s) (as applicable) of organization's reproduction/product	<input type="text" value="N/A - direct reproduction"/>
--	--

Expected publication date (YYYY-MM-DD)	<input type="text" value="2022-03-01"/>
---	---

E.g., 2022-01-20

Anticipated audience <sup>?</sup> Please describe the anticipated users of your publication	<input type="text" value="Org X members, practitioners, regulators and other interested parties"/>
--	--

### Anticipated Audience

This text may be copied and pasted into your request form

Members, practitioners, regulators, professionals, academics, students and other interested parties.

Percentage of IFAC content in organization's reproduction/product <sup>?</sup>	<input type="text" value="100"/>
--	----------------------------------

### Percentage of IFAC content in reproduction/product

If no material other than the requested IFAC content is to be included in your planned publication, do not change. If other material will be included in your planned publication, please specify the percentage of your planned publication that represents IFAC content.

Please describe the content of your reproduction/product <sup>?</sup>



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We will be faithfully reproducing the Conforming and Consequential Amendments with minor amendments to account for jurisdictional differences. We will note within the document where Org. X has included jurisdictional-specific amendments.

**Please describe the content of your reproduction/product**

Please include any additional information that may help us understand your request. Be sure to specify if you will be publishing a faithful reproduction, adaptation or extracts of the material requested. If you plan to publish an adaptation, please provide specific details of your request

**If any third parties will be involved in distribution of organization's reproduction/product, please describe here**

No, it will only be reproduced by Organization X.

Language of reproduction/product

English

## Background & Objectives



**Please describe background and objectives of the request.** ?

Org X is responsible for the reproduction of ISA standards within Country X; as we have adopted the new and revised QM standards, we are now looking to update our current suite of ISA standards to account for the conforming and consequential amendments.

**Background and Objectives**

Adopting authorities (such as a Ministry of Finance wishing to officially publish the relevant content in legislation or on their website), when submitting a permission request, are kindly asked to fully explain the





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background for their request, their relevant adoption process, the responsible parties, how the material will be published including related publication needs/formats, relevant languages and any legislative requirements or restrictions (for example copyright matters), adoption timeline, any commercial aspects, and any other relevant information to assist us in evaluating the request.

For commercial publishers, the terms of the agreement will include a license fee or royalties payable, as well as an initial, up-front payment. Please ensure that you have addressed all the relevant points in your completed permission request and that it clearly specifies expected sales volumes, retail price, financial gain, the percentage of your total product represented by IFAC material, related timelines and any other relevant information to assist us in evaluating your commercial proposal.

A fee of no less than \$1,000.00 will typically apply to use IFAC's publications or other intellectual property.

Upload additional background document (optional) <sup>?</sup>

No file chosen

#### Additional background document

Please attach any additional documents that may help us understand your request or any other information of which we should be aware.

## Formats/Media



Please check all applicable formats/media from the selections below.

If in print format

- Hardbound
- Softbound
- Loose-leaf

If in electronic format

- PDF
- HTML
- eBook
- CD-ROM
- Other

If other, please describe



## Distribution Channels\*



\*means of accessing the reproduction/product

Stores/handouts at conferences or seminars, etc.  Yes  No

### Internet/online

List all applicable website addresses from which the reproduction/product may be accessed

The locked PDF will be available on Organization X's website, www.orgx.org.

How will access to the reproduction/product be controlled  
e.g., user ID/password, subscription, etc.

user ID and password

## Financials



Expectation of financial gain

- Free of charge, no expectation of financial gain
- Priced on a non-commercial, cost recovery only basis, no expectation of financial gain
- Priced for commercial sale or training, expecting financial gain

Currency

USD - United States dollar

Price per unit <sup>?</sup>

0

### Price per unit

If free of charge, indicate 0. If you are using multi-tier pricing, please indicate the highest pricing tier in this field, and note the other price tiers in the "Additional Details" field below.

Number of pages in the organization's reproduction/product

101

N/A



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Initial print run

Annual estimated revenues  
from reproduction/product  
sales

First year and two additional  
years

---

## Additional Details >

Please provide any additional details about your request (optional)

This will be published as a standalone document on our website.

Upload additional pertinent  
documents (optional)

 No file chosen

---

**SAVE AND CONTINUE TO NEXT SECTION**



## Appendix B – Translation Request

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[MANAGE EXISTING REQUESTS](#)

[BEGIN NEW REQUEST](#)

Translation of International Standards: **International Standard on Quality Management (ISQM) 1, Quality Management for Firms that Perform Audits or Reviews of Financial Statements, or Other Assurance or Related Services Engagements** - Published Dec 17, 2020

## Request Details [edit](#)

### Primary Contact

Title: Mrs.  
First name: Michelle  
Last name: Brody  
Position: Senior Manager  
Organization: Org X  
Type of organization or business:  
IFAC Member Body  
Mailing address:  
529 Fifth Avenue  
6th Floor  
New York, NY 10017  
Country: France  
Email address: michellebrody@ifac.org  
Telephone number: 5511111111

### General Information

Territory: United States  
Title of organization's reproduction/product: NORME INTERNATIONALE DE GESTION DE LA QUALITÉ (ISQM) 1, GESTION DE LA QUALITÉ PAR LES CABINETS QUI RÉALISENT DES AUDITS OU DES EXAMENS LIMITÉS D'ÉTATS FINANCIERS, OU D'AUTRES MISSIONS D'ASSURANCE OU DE SERVICES CONNEXES  
Author(s) (as applicable) of organization's reproduction/product: Org X  
Expected publication date: August 1, 2022



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Anticipated audience: Org X members, practitioners, regulators and other interested parties

Percentage of IFAC content in organization's reproduction/product: 100

Please describe the content of your reproduction/product:

Faithful translation of ISQM 1, with no amendments.

If any third parties will be involved in distribution of organization's reproduction/product, please describe here:

N/A, translation and reproduction will be done only by Org X.

## Background & Objectives

Description background and objectives of the request:

Org X is responsible for the adoption of standards issued by the IAASB in France. In order to support comprehension and adoption amongst our members, we will be carrying out a faithful translation of ISQM 1 into French.

Additional background document:

## Formats/Media

Print publications: Hardbound

Electronic publications: PDF

## Distribution Channels

Stores/handouts at conferences or seminars: Yes

Internet/online:

The translation will be available via locked PDF on our website, [www.orgx.fr](http://www.orgx.fr), and will be available for our members in printed format.

How will access to the reproduction/product be controlled: user ID and password on the website, print handbooks will be provided to members directly at meetings/conferences

## Financials

Expectation of financial gain: Free of charge, no expectation of financial gain

Currency: Euro

Price per unit: 0

Number of pages in the organization's reproduction/product: 73

Initial print run: 100

Annual estimated revenues from reproduction/product sales: 0

## Additional Details



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Additional details:

Additional documents:

## Translation Details [edit](#)

### Translation Details

Language: French

Translated language title: NORME INTERNATIONALE DE GESTION DE LA QUALITÉ (ISQM) 1, GESTION DE LA QUALITÉ PAR LES CABINETS QUI RÉALISENT DES AUDITS OU DES EXAMENS LIMITÉS D'ÉTATS FINANCIERS, OU D'AUTRES MISSIONS D'ASSURANCE OU DE SERVICES CONNEXES

Translation memory software used (if any): TRADOS

Key terms: Yes

Faithful translation: Yes

### Process

Step	Expected Completion Date
Updated list of Key Terms and approval by Review Committee	February 28, 2022
Initial translation of publication using list of Key Terms	May 31, 2022
Principal translator's review	June 15, 2022
Review Committee performs review and liaises with principal translator as necessary	June 15, 2022
Preliminary approval by Review Committee	June 20, 2022
Exposure	June 20, 2022



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- Consideration of comments. Final approval by Review Committee. July 22, 2022
- Submit final draft translation to IFAC for prepublication review. August 1, 2022
- Publication of final translation and submit copy to IFAC. August 15, 2022

### Principal Translator

Prefix: Mrs.  
 First Name: Catherine  
 Last Name: Roe  
 Title: Principal Translator  
 Organization: Org X  
 Qualifications:  
 [insert qualifications]  
 CV:

### Translators

Prefix	First Name	Last Name	Organization
Mr.	Joseph	Bryson	Org. Y

### Review Committee

Prefix	First Name	Last Name	Title	Organization	Sector
Professor	John	Smith	Professor of Auditing	University Z	Audit Firm

### Affirmations



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Affirming organization: Org X

IFAC Policy Statements: acknowledged

Copyright: acknowledged

SAVE DRAFT

SUBMIT TO IFAC

Select "Submit to IFAC" option, only if your request is final.