Annual Internal Audit Plan

Audit Plan | Global

Version 2.0 · July 2026 · Confidential — Internal Use

This document is a template intended to be reviewed, tailored and approved by your organisation before use.
Replace all references to “the Company” with your organisation’s name.

Document Control

Document name	Annual Internal Audit Plan
Document type	Audit Plan
Jurisdiction	Global
Owner	Head of Internal Audit
Approved by	Audit and Risk Committee
Version	2.0
Effective date	July 2026
Review cycle	Annual
Next review due	July 2027
Classification	Confidential — Internal Use

Contents

1. Purpose

This Annual Internal Audit Plan (the Plan) sets out the internal audit engagements the Company will deliver in the financial year ending [date], the basis on which those engagements were selected, the resources allocated to them, and the governance that applies when the Plan must change. It is the principal instrument through which the Audit and Risk Committee (ARC) directs and monitors independent, third-line assurance over the Company's governance, risk management and internal control environment.

The Plan is risk-based. Audit effort is directed first to the areas of highest risk to the Company's strategy, prudential soundness, customers and regulatory standing, while guaranteeing minimum coverage of every auditable unit over a defined cycle and delivering all coverage mandated by applicable law, supervisory expectations and commitments made to the Company's regulators.

The Plan is prepared by the Head of Internal Audit under the authority of the Internal Audit Policy, in conformance with the Global Internal Audit Standards and consistent with the BCBS supervisory guidance on the internal audit function in banks, and is approved by the ARC. It was approved on [date] and takes effect from [date]. Material changes to the Plan during the year must be approved by the ARC in accordance with section 10.

2. Scope

The Plan applies to the internal audit function of the Company and to all engagements delivered under it, whether performed by in-house staff, a co-source provider or guest auditors seconded from the business under Internal Audit's direction and independence safeguards.

Nothing in the Company is exempt from audit. The audit universe covers all entities within the consolidated group, all business lines, products, channels, functions, systems, major projects and material service providers, in every jurisdiction in which the Company operates. Where an activity is outsourced, the Company's oversight of that activity — and, where contractually available, the service provider's own control environment — remains within scope.

The Plan covers third-line assurance only. It does not replace first-line control testing, second-line compliance monitoring, credit assurance or loan review activity, or the external audit performed by the Company's appointed external auditor, although it coordinates with each of these through the assurance map to avoid gaps and unwarranted duplication.

The Plan should be read with the Internal Audit Policy, which establishes the function's mandate, independence and authority, and with the Internal Audit Methodology, which governs how individual engagements are scoped, performed, rated and reported.

Jurisdictional application. This Plan states international best practice, anchored to the Global Internal Audit Standards, the Basel Framework and related

international instruments. The Company must map the Plan's requirements to the law and regulatory requirements of each jurisdiction in which it operates — including any statutory internal audit, independent evaluation or accountability-regime obligations — and where local law or regulation imposes a stricter requirement, local law prevails.

3. Definitions

Term	Definition
Audit Universe	The documented inventory of all auditable entities of the Company — business lines, functions, processes, systems, projects, legal entities and material outsourced activities — from which risk-based annual audit coverage and the Annual Internal Audit Plan are derived.
Auditable Unit	A discrete component of the audit universe capable of being scoped, risk-assessed and audited as a single engagement or a defined series of engagements.
Engagement	A single internal audit assignment with a defined objective, scope, risk rating, budget in days and nominated lead, delivering a report with rated findings.
Risk-Based Planning	The method by which audit effort is allocated in proportion to the assessed risk of each auditable unit, subject to mandatory coverage obligations and minimum coverage cycles.
Inherent Risk	The level of risk inherent in an activity, process, function or auditable unit before taking into account the mitigating effect of any controls, assessed by reference to the likelihood of the risk occurring and the impact if it did.
Residual Risk	The level of risk that remains in an activity, process, function or auditable unit after taking into account the design and operating effectiveness of the controls that mitigate it.
Coverage Cycle	The maximum permitted interval between audits of an auditable unit, determined by its risk rating (high, medium or low).
Mandatory Coverage	Audit coverage that must be delivered in the plan year irrespective of risk score, because it is required by applicable law or regulation, a commitment made to a regulator, or a standing Audit and Risk

	Committee instruction.
Head of Internal Audit	The senior executive accountable for the internal audit function, appointed and removed with the approval of the Audit and Risk Committee, reporting functionally to that Committee and administratively to the Chief Executive Officer, and equivalent to the chief audit executive under the Global Internal Audit Standards.
Audit and Risk Committee (ARC)	The Board committee responsible for oversight of financial reporting, external audit, the internal audit function and risk management, constituted with a majority of independent non-executive members consistent with the BCBS Corporate Governance Principles for Banks and the G20/OECD Principles of Corporate Governance, and to which the Head of Internal Audit reports functionally.
Co-Source Provider	An external firm engaged under contract to deliver specified audit engagements or specialist skills under the direction and quality control of the Head of Internal Audit.
QAIP	The Quality Assurance and Improvement Programme maintained by Internal Audit in accordance with the Global Internal Audit Standards, comprising ongoing monitoring, periodic self-assessment and an external quality assessment at least every [5] years.
Global Internal Audit Standards	The Global Internal Audit Standards issued by The Institute of Internal Auditors (2024 release, effective from January 2025), including the ethics and professionalism requirements they contain, with which the Company's internal audit function must conform.
Independent AML/CFT Audit	The periodic independent testing of the Company's anti-money laundering and counter-financing of terrorism programme required by FATF Recommendation 18 and applicable local AML/CFT law.
Critical Operation	An activity, process or service performed by the Company, or by a service provider on its behalf, which, if disrupted beyond the Company's impact tolerance, would cause material harm to depositors, customers or counterparties, pose a risk to the Company's safety and soundness, or impair its role in the financial system,

	consistent with the BCBS Principles for Operational Resilience.
Material Service Provider	A third party, including an intra-group provider, on which the Company relies to deliver a critical operation or to manage a material risk, or whose failure or compromise would otherwise expose the Company to material operational, financial, technology or compliance risk, together with material subcontractors in its supply chain, as recorded in the Company's service provider register.
Three Lines Model	The Company's accountability model, based on the Institute of Internal Auditors' Three Lines Model, in which business and support units own and manage risk (first line), the risk and compliance functions set frameworks and provide oversight and challenge (second line), and Internal Audit provides independent assurance (third line).
Assurance Map	The document maintained jointly by Internal Audit and the Chief Risk Officer that records which assurance provider covers each material risk, used to identify gaps and avoid unwarranted duplication.

4. Regulatory Framework

The key legislation, regulations and standards relevant to this document include (as amended from time to time):

Instrument / Standard	Relevance
Global Internal Audit Standards (IIA, 2024)	Require a risk-based internal audit plan approved by the Board, periodic reassessment of the plan, and a quality assurance and improvement programme; this Plan is prepared in conformance with them.
BCBS Corporate Governance Principles for Banks	Require an independent, adequately resourced internal audit function with unfettered access to the whole organisation, reporting to the Board audit committee; this Plan operationalises that expectation each year.
BCBS The Internal Audit Function in Banks (2012)	Sets supervisory expectations for the scope, independence, resourcing and Board oversight of internal audit in banks, including risk-based planning and

End of preview

This is a preview extract. The complete document continues beyond the pages shown here.

The full document is supplied as a single, fully editable Microsoft Word (.docx) file immediately after purchase — including every remaining section, the definitions, the regulatory framework references and all appendices and templates.

Bracketed prompts such as [30 days] mark the points where your own thresholds, committee names and local regulatory references are inserted.

finance-policies.com

These documents are templates prepared in good faith and are not legal, financial or compliance advice. Review and tailor before use.