



TERMS OF REFERENCE

ANNUAL AUDIT OF THE INSTITUTE FOR CLIMATE AND SUSTAINABLE CITIES

Introduction

The Institute for Climate and Sustainable Cities (ICSC) is an international non-government group advancing fair climate policy, low carbon, and climate-resilient development. Based in the Philippines, it is engaged with the wider international climate and energy policy arena, particularly in Asia. It is recognized for helping advance effective global climate action and the Paris Climate Agreement.

ICSC invites interested external, independent, and qualified individual auditors/audit firms to audit the Institute's financial statement.

Objectives, Scope of Audit and Reporting

The auditor is expected to conduct the statutory financial statement of ICSC for the period January 1, 2023, to December 31, 2023, and to express audit opinion in line with the Philippine Standards on Audit, which includes examining, using test samples, evidence supporting amounts and disclosures in the financial statements, assessing accounting principles used, significant estimates made by management, and evaluating the overall financial statements presentation.

The auditor's report shall use a format according to the Philippine standards. The auditor's opinion shall be clearly stated. The report shall also include a Management Letter disclosing audit findings, areas for improvement identified during the audit process, and recommendations to strengthen the financial management system.

Interested applicants shall submit their Letter of Interest, Auditor's Curriculum Vitae and Audit Firm profile, and an audit proposal to aftreg@icsc.ngo, on or before **February 9, 2024**.

Due to the number of applications we expect to receive, please be advised that only the shortlisted candidates shall be contacted.