

# The AQI Disclosure Template

Nov 2021

**Instructions:**

1. Starting from Q4 of 2022, the Big Four accounting firms should provide AQI information in the template to their clients for appointing auditors for 2023 financial report.
2. Unless otherwise specified, data should be filled out in either fiscal or calendar year format. The following sample is illustrated in calendar year format.
3. All data should be rounded off to first decimal place.

**Dimension One: Profession**

AQI	Content												
<b>Audit Experience (1-1)</b>	<ul style="list-style-type: none"> <li>o <b>Firm Level</b></li> </ul>												
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #d9d9d9;">Item</th> <th style="background-color: #d9d9d9;">2X22</th> <th style="background-color: #d9d9d9;">Industry Average</th> </tr> </thead> <tbody> <tr> <td>Audit Experience of Partners</td> <td style="text-align: center;">____yrs</td> <td style="text-align: center;">____yrs</td> </tr> <tr> <td>Audit Experience of EQC Reviewers</td> <td style="text-align: center;">____yrs</td> <td style="text-align: center;">____yrs</td> </tr> <tr> <td>Audit Experience of Managers or above Title (excl. Partner)</td> <td style="text-align: center;">____yrs</td> <td style="text-align: center;">____yrs</td> </tr> </tbody> </table>	Item	2X22	Industry Average	Audit Experience of Partners	____yrs	____yrs	Audit Experience of EQC Reviewers	____yrs	____yrs	Audit Experience of Managers or above Title (excl. Partner)	____yrs	____yrs
	Item	2X22	Industry Average										
	Audit Experience of Partners	____yrs	____yrs										
	Audit Experience of EQC Reviewers	____yrs	____yrs										
	Audit Experience of Managers or above Title (excl. Partner)	____yrs	____yrs										
	<p>Note: Audit experience of a partner is the accumulated service years as a partner in audit service sector; audit experience of a manager or above title (excl. partners) is the accumulated years as an auditor in audit service sector.</p>												
	<p><b>Brief on firm’s hierarchy of job titles and the corresponding years of service.</b></p> <div style="border: 1px solid black; height: 40px; width: 100%;"></div>												
	<ul style="list-style-type: none"> <li>o <b>Engagement Level</b></li> </ul>												
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #d9d9d9;">Item</th> <th style="background-color: #d9d9d9;">2X22</th> </tr> </thead> <tbody> <tr> <td>Audit Experience of Engagement Partner(EP) - (name of EP)</td> <td style="text-align: center;">__yrs</td> </tr> <tr> <td>Audit Experience of Concurring Partner(CP) - CP-(name of CP)</td> <td style="text-align: center;">__yrs</td> </tr> <tr> <td>Audit Experience of EQC Reviewers</td> <td style="text-align: center;">__yrs</td> </tr> <tr> <td>Audit Experience of Managers or above Titles (excl. Partners)</td> <td style="text-align: center;">__yrs</td> </tr> </tbody> </table>	Item	2X22	Audit Experience of Engagement Partner(EP) - (name of EP)	__yrs	Audit Experience of Concurring Partner(CP) - CP-(name of CP)	__yrs	Audit Experience of EQC Reviewers	__yrs	Audit Experience of Managers or above Titles (excl. Partners)	__yrs		
Item	2X22												
Audit Experience of Engagement Partner(EP) - (name of EP)	__yrs												
Audit Experience of Concurring Partner(CP) - CP-(name of CP)	__yrs												
Audit Experience of EQC Reviewers	__yrs												
Audit Experience of Managers or above Titles (excl. Partners)	__yrs												
<p><b>Introduction on the background of EPs, CPs, EQC reviewers and</b></p>													

AQI	Content												
	<p>members of audit team such as their education and working experience or their previous engagement cases.</p> <div style="border: 1px solid black; height: 40px; width: 100%;"></div>												
<b>Training Hours (1-2)</b>	<ul style="list-style-type: none"> <li>○ <b>Firm Level</b></li> </ul> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #d9d9d9;">Item</th> <th style="background-color: #d9d9d9;">2X22</th> <th style="background-color: #d9d9d9;">Industry Average</th> </tr> </thead> <tbody> <tr> <td>Training Hours of Partners</td> <td style="text-align: center;">____ hrs</td> <td style="text-align: center;">____ hrs</td> </tr> <tr> <td>Training Hours of Managers or above Titles (excl. Partners)</td> <td style="text-align: center;">____ hrs</td> <td style="text-align: center;">____ hrs</td> </tr> </tbody> </table>	Item	2X22	Industry Average	Training Hours of Partners	____ hrs	____ hrs	Training Hours of Managers or above Titles (excl. Partners)	____ hrs	____ hrs			
Item	2X22	Industry Average											
Training Hours of Partners	____ hrs	____ hrs											
Training Hours of Managers or above Titles (excl. Partners)	____ hrs	____ hrs											
<b>Attrition Rate (1-3)</b>	<ul style="list-style-type: none"> <li>○ <b>Firm Level</b></li> </ul> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #d9d9d9;">Item</th> <th style="background-color: #d9d9d9;">2X22</th> <th style="background-color: #d9d9d9;">2X21</th> <th style="background-color: #d9d9d9;">Industry Average</th> </tr> </thead> <tbody> <tr> <td>Attrition Rate of Managers or above Titles (excl. Partners)</td> <td style="text-align: center;">____%</td> <td style="text-align: center;">____%</td> <td style="text-align: center;">____%</td> </tr> </tbody> </table>	Item	2X22	2X21	Industry Average	Attrition Rate of Managers or above Titles (excl. Partners)	____%	____%	____%				
Item	2X22	2X21	Industry Average										
Attrition Rate of Managers or above Titles (excl. Partners)	____%	____%	____%										
<b>Professional Support (1-4)</b>	<ul style="list-style-type: none"> <li>○ <b>Firm Level</b></li> </ul> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #d9d9d9;">Item</th> <th style="background-color: #d9d9d9;">2X22</th> <th style="background-color: #d9d9d9;">2X21</th> <th style="background-color: #d9d9d9;">Industry Average</th> </tr> </thead> <tbody> <tr> <td>No. of Experts to Support Audit Service Section (%)</td> <td style="text-align: center;">____%</td> <td style="text-align: center;">____%</td> <td style="text-align: center;">____%</td> </tr> <tr> <td>The Devoted Hours of Experts for Listed Companies (%)</td> <td style="text-align: center;">____%</td> <td style="text-align: center;">____%</td> <td style="text-align: center;">____%</td> </tr> </tbody> </table> <p>Note: Specialists include CAAT specialists and financial appraisers but not partners and auditors.</p>	Item	2X22	2X21	Industry Average	No. of Experts to Support Audit Service Section (%)	____%	____%	____%	The Devoted Hours of Experts for Listed Companies (%)	____%	____%	____%
Item	2X22	2X21	Industry Average										
No. of Experts to Support Audit Service Section (%)	____%	____%	____%										
The Devoted Hours of Experts for Listed Companies (%)	____%	____%	____%										

## Dimension Two: Quality Control

AQI	Content																																																																																														
<b>Workload (2-1)</b>	<ul style="list-style-type: none"> <li>○ <b>Firm Level</b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #d3d3d3;"> <th style="width: 50%;">Item</th> <th style="width: 12.5%;">2X22</th> <th style="width: 12.5%;">2X21</th> <th style="width: 25%;">Industry Average</th> </tr> </thead> <tbody> <tr> <td>No. of PIEs Audited by Partner as EP</td> <td style="text-align: center;">___</td> <td style="text-align: center;">___</td> <td style="text-align: center;">___</td> </tr> <tr> <td>% of Devoted Time per Partner</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> </tr> </tbody> </table> <p style="margin-top: 10px;">Note: % of devoted time is total hours devoted to audit and review of PIEs and non- PIEs by a partner as EP, CP and EQC reviewer over available working time per year.</p> </li> <li>○ <b>Engagement Level</b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #d3d3d3;"> <th style="width: 60%;">Item</th> <th style="width: 20%;">2X22</th> <th style="width: 20%;">2X21</th> </tr> </thead> <tbody> <tr> <td>No. of PIEs Audited by EP-(name of EP) as EP</td> <td style="text-align: center;">___</td> <td style="text-align: center;">___</td> </tr> <tr> <td>% of Devoted Time by (name of EP)</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> </tr> <tr> <td>No. of PIEs Audited by CP- (name of CP) as EP</td> <td style="text-align: center;">___</td> <td style="text-align: center;">___</td> </tr> <tr> <td>% of Devoted Time by (name of CP)</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> </tr> </tbody> </table> </li> </ul>	Item	2X22	2X21	Industry Average	No. of PIEs Audited by Partner as EP	___	___	___	% of Devoted Time per Partner	___%	___%	___%	Item	2X22	2X21	No. of PIEs Audited by EP-(name of EP) as EP	___	___	% of Devoted Time by (name of EP)	___%	___%	No. of PIEs Audited by CP- (name of CP) as EP	___	___	% of Devoted Time by (name of CP)	___%	___%																																																																			
Item	2X22	2X21	Industry Average																																																																																												
No. of PIEs Audited by Partner as EP	___	___	___																																																																																												
% of Devoted Time per Partner	___%	___%	___%																																																																																												
Item	2X22	2X21																																																																																													
No. of PIEs Audited by EP-(name of EP) as EP	___	___																																																																																													
% of Devoted Time by (name of EP)	___%	___%																																																																																													
No. of PIEs Audited by CP- (name of CP) as EP	___	___																																																																																													
% of Devoted Time by (name of CP)	___%	___%																																																																																													
<b>Involvement (2-2)</b>	<ul style="list-style-type: none"> <li>○ <b>Firm Level</b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #d3d3d3;"> <th rowspan="2" style="width: 15%;">Involvement by Phase</th> <th colspan="4" style="width: 40%;">2X21</th> <th colspan="4" style="width: 45%;">2X20</th> </tr> <tr style="background-color: #d3d3d3;"> <th style="width: 10%;">Partner</th> <th style="width: 10%;">Manager</th> <th style="width: 10%;">Auditor</th> <th style="width: 20%;">Total</th> <th style="width: 10%;">Partner</th> <th style="width: 10%;">Manager</th> <th style="width: 10%;">Auditor</th> <th style="width: 20%;">Total</th> </tr> </thead> <tbody> <tr> <td>Planning</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> </tr> <tr> <td>Execution</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> </tr> <tr> <td>Total</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">100%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">100%</td> </tr> </tbody> </table> <p style="margin-top: 10px;">Note: Audit works are categorized into planning and execution phase. If the allocation of audit hours in each phase takes a great effort, balance sheet date can be used as a cutting point for simplicity.</p> </li> <li>● <b>Industry Average</b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #d3d3d3;"> <th rowspan="2" style="width: 15%;">Involvement by Phase</th> <th colspan="4" style="width: 40%;">2X21</th> <th colspan="4" style="width: 45%;">2X20</th> </tr> <tr style="background-color: #d3d3d3;"> <th style="width: 10%;">Partner</th> <th style="width: 10%;">Manager</th> <th style="width: 10%;">Auditor</th> <th style="width: 20%;">Total</th> <th style="width: 10%;">Partner</th> <th style="width: 10%;">Manager</th> <th style="width: 10%;">Auditor</th> <th style="width: 20%;">Total</th> </tr> </thead> <tbody> <tr> <td>Planning</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> </tr> <tr> <td>Execution</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> </tr> <tr> <td>Total</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">100%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">100%</td> </tr> </tbody> </table> </li> <li>○ <b>Engagement Level</b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #d3d3d3;"> <th style="width: 15%;">Involvement</th> <th style="width: 40%;">2X21</th> <th style="width: 45%;">2X20</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> </li> </ul>	Involvement by Phase	2X21				2X20				Partner	Manager	Auditor	Total	Partner	Manager	Auditor	Total	Planning	___%	___%	___%	___%	___%	___%	___%	___%	Execution	___%	___%	___%	___%	___%	___%	___%	___%	Total	___%	___%	___%	100%	___%	___%	___%	100%	Involvement by Phase	2X21				2X20				Partner	Manager	Auditor	Total	Partner	Manager	Auditor	Total	Planning	___%	___%	___%	___%	___%	___%	___%	___%	Execution	___%	___%	___%	___%	___%	___%	___%	___%	Total	___%	___%	___%	100%	___%	___%	___%	100%	Involvement	2X21	2X20			
Involvement by Phase	2X21				2X20																																																																																										
	Partner	Manager	Auditor	Total	Partner	Manager	Auditor	Total																																																																																							
Planning	___%	___%	___%	___%	___%	___%	___%	___%																																																																																							
Execution	___%	___%	___%	___%	___%	___%	___%	___%																																																																																							
Total	___%	___%	___%	100%	___%	___%	___%	100%																																																																																							
Involvement by Phase	2X21				2X20																																																																																										
	Partner	Manager	Auditor	Total	Partner	Manager	Auditor	Total																																																																																							
Planning	___%	___%	___%	___%	___%	___%	___%	___%																																																																																							
Execution	___%	___%	___%	___%	___%	___%	___%	___%																																																																																							
Total	___%	___%	___%	100%	___%	___%	___%	100%																																																																																							
Involvement	2X21	2X20																																																																																													

AQI	Content																						
	t by Phase	Partner	Manager	Auditor	Total	Partner	Manager	Auditor	Total														
	Planning	__%	__%	__%	__%	__%	__%	__%	__%														
	Execution	__%	__%	__%	__%	__%	__%	__%	__%														
	Total	__%	__%	__%	100%	__%	__%	__%	100%														
	Note: Engagement for the first year is exempted from filling this table.																						
<b>EQCR (2-3)</b>	<ul style="list-style-type: none"> <li>○ <b>Firm Level</b> <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="background-color: #d9e1f2;">Item</th> <th style="background-color: #d9e1f2;">2X21</th> <th style="background-color: #d9e1f2;">2X20</th> <th style="background-color: #d9e1f2;">Industry Average</th> </tr> </thead> <tbody> <tr> <td>EQCR Hours (%)</td> <td>____%</td> <td>____%</td> <td>____%</td> </tr> </tbody> </table> <p style="margin-top: 10px;"><b>Brief on requirement for EQC reviewers such as education or experience.</b></p> <div style="border: 1px solid black; height: 40px; width: 100%; margin-top: 5px;"></div> </li> <li>○ <b>Engagement Level</b> <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="background-color: #d9e1f2;">Item</th> <th style="background-color: #d9e1f2;">2X21</th> <th style="background-color: #d9e1f2;">2X20</th> </tr> </thead> <tbody> <tr> <td>EQCR Hours (%)</td> <td>____%</td> <td>____%</td> </tr> </tbody> </table> <p style="margin-top: 10px;">Note: Engagement for the first year is exempted from filling this table.</p> </li> </ul>									Item	2X21	2X20	Industry Average	EQCR Hours (%)	____%	____%	____%	Item	2X21	2X20	EQCR Hours (%)	____%	____%
Item	2X21	2X20	Industry Average																				
EQCR Hours (%)	____%	____%	____%																				
Item	2X21	2X20																					
EQCR Hours (%)	____%	____%																					
<b>Quality Support Capacity (2-4)</b>	<ul style="list-style-type: none"> <li>○ <b>Firm Level</b> <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="background-color: #d9e1f2;">Item</th> <th style="background-color: #d9e1f2;">2X22</th> <th style="background-color: #d9e1f2;">2X21</th> <th style="background-color: #d9e1f2;">Industry Average</th> </tr> </thead> <tbody> <tr> <td>No. of Full Time Equivalent (FTE) Quality Controllers</td> <td>____</td> <td>____</td> <td>____</td> </tr> <tr> <td>FTE Quality Controllers (%)</td> <td>____%</td> <td>____%</td> <td>____%</td> </tr> </tbody> </table> <p style="margin-top: 10px;">Note: Quality controllers include those engaging in risk management or audit quality control functions such as monitoring, accounting and auditing consulting and training while not include general administrative staff.</p> <p style="margin-top: 10px;"><b>Brief on firm's quality review conducted before and after issuing audit reports except for EQCR:</b></p> <div style="border: 1px solid black; height: 40px; width: 100%; margin-top: 5px;"></div> </li> </ul>									Item	2X22	2X21	Industry Average	No. of Full Time Equivalent (FTE) Quality Controllers	____	____	____	FTE Quality Controllers (%)	____%	____%	____%		
Item	2X22	2X21	Industry Average																				
No. of Full Time Equivalent (FTE) Quality Controllers	____	____	____																				
FTE Quality Controllers (%)	____%	____%	____%																				

**Dimension Three: Independence**

AQI	Content						
<p><b>Non-Audit Service (NAS) (3-1)</b></p>	<ul style="list-style-type: none"> <li>○ <b>Engagement Level</b></li> </ul> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #d9d9d9;">Item</th> <th style="background-color: #d9d9d9;">2X22</th> <th style="background-color: #d9d9d9;">2X21</th> </tr> </thead> <tbody> <tr> <td>NAS Fees (%)</td> <td style="text-align: center;">___%</td> <td style="text-align: center;">___%</td> </tr> </tbody> </table> <p>Note: Audit fees refer to the fees paid to the firm for audit or review of financial statements. All other fees paid to the firm and its affiliated entities are categorized as NAS fees.</p> <p><b>Brief on the scope of firm’s affiliated entities</b></p> <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	Item	2X22	2X21	NAS Fees (%)	___%	___%
Item	2X22	2X21					
NAS Fees (%)	___%	___%					
<p><b>Familiarity (3-2)</b></p>	<ul style="list-style-type: none"> <li>○ <b>Engagement Level</b></li> </ul> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #d9d9d9;">Item</th> <th style="background-color: #d9d9d9;">2X22</th> </tr> </thead> <tbody> <tr> <td>Audit Tenure</td> <td style="text-align: center;">__yrs</td> </tr> </tbody> </table> <p>Note: Engagement for the first year is exempted from filling this table.</p>	Item	2X22	Audit Tenure	__yrs		
Item	2X22						
Audit Tenure	__yrs						

## Dimension Four: Monitoring

AQI	Content				
<b>External Inspection Result &amp; Enforcement (4-1)</b>	○ <b>Firm Level</b>				
	<b>Inspection Results by FSC</b>	--Yr	--Yr	--Yr	
	No. of Deficiencies in QC	—	—	—	
	Range of Industry	min~max	min~max	min~max	
	No. of Deficiencies per Engagement	—	—	—	
	Range of Industry	min~max	min~max	min~max	
	Note: the most recent three inspection results should be filled in.				
	<b>Further explanation on inspection deficiencies :</b>				
	(Fill in only if it is needed)				
	<b>Inspection Results by PCAOB</b>	--Yr	--Yr	--Yr	
	No. of Deficiencies per Engagement	—	—	—	
	Range of Industry	min~max	min~max	min~max	
	Note: the most recent three inspection results should be filled in.				
	<b>Further explanation on inspection deficiencies :</b>				
	(Fill in only if it is needed)				
<b>CPA Discipline &amp; Sanctions</b>	2X21	2X20	2X19	2X18	2X17
No. of CPA Disciplinary Cases & Sanctions Made according to Article 37 of Securities and Exchange Act.	—	—	—	—	—
○ <b>Engagement Level</b>					

AQI	Content			
	Inspection by FSC: No. of Deficiencies Per Engagement	--Yr	--Yr	--Yr
	No. of Deficiencies per Engagement of EP	—	—	—
	No. of Deficiencies per Engagement of CP	—	—	—
	<p><b>Further explanation on inspection deficiencies :</b></p> <p>(Fill in only if it is needed)</p>			
Number of Official Improvement Letters (OILs) Issued by Authority (4-2)	○ Firm Level			
	No. of OILs from Authority to Firm per Engagement	2X21	2X20	2X19
	Firm	—	—	—
	Industry Range	min~max	min~max	min~max
	○ Engagement Level			
	No. of OILs from Authority to Partners per Engagement	2X21	2X20	2X19
EP	—	—	—	
CP	—	—	—	

**Dimension Five: Innovation**

AQI	Content
Innovative Planning or Initiatives (5-1)	<ul style="list-style-type: none"><li data-bbox="395 259 1436 443">○ Firm Level Brief on the planning or initiatives taken by the firm to enhance audit quality, including specific plans, timetable, budget, committed resources and expected benefits.</li></ul> <div data-bbox="435 443 1428 539" style="border: 1px solid black; height: 40px; width: 100%;"></div>