

Hong Kong Branch

HK/Periodic Audit/2021-22

Date: 24 June 2021

Notice for Selection of Periodic Auditors for Hong Kong Branch

Union Bank of India, Hong Kong branch invites applications from eligible and interested Firms/Companies for empanelment of Periodic Auditors for conducting Periodic Audit in the Hong Kong Branch for the period from 01.10.2021 to 30.09.2022. The emphasis is on substantive checking rather than test checking. The periodic audit should cover all the activities of the branch.

The Scope of audit is mentioned below:

1. Verification of compliance of KYC/AML guidelines
2. Verification of timely submission of regulatory statutory returns/Survey.
3. Review the accuracy of the regulatory statutory returns/survey submitted with regards to its completion instructions.
4. Inward/Outward Remittance.
5. Treasury*(Dealing Room, Back Office & Correspondent banking)
6. Loans and Advances
7. Trade Finance
8. Human resources/Personnel administration department
9. Investments
10. Administration
11. Deposits
12. Miscellaneous

Eligible/Interested reputed firms/Companies having good standing may apply subject to

- (i) Having sufficient experience of not less than 5 years in conducting banks/financial Institutions audit.
- (ii) Having sufficient background & Capabilities for conducting audit required as per scope mentioned above.
- (iii) The applications should be mailed to hongkongbranch@unionbankofindia.com, ace.hk@unionbankofindia.com, ce.hk@unionbankofindia.com on or before 15.07.2021

The auditors selected for conducting periodic audit will be intimated by way of an offer letter. They have to submit letter of acceptance of terms and conditions, undertaking letter, Compliance to "Do's and Don'ts" and undertaking of Fidelity and Secrecy and any other documents as requested by the bank.

Bank will not entertain any correspondence/communication from the applying firm till selection of the firm.

CHIEF EXECUTIVE

Union Bank of India, Hong Kong Branch
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