



## THE ORDER OF AUSTRALIA ASSOCIATION FOUNDATION LTD

ACN 106 335 004

1 February 2022

Ms Luyen Duong  
Partner  
Deloitte Touche Tohmatsu  
477 Collins Street  
Melbourne, VIC 3000

This representation letter is provided in connection with your audit of the special purpose financial report ("financial report") of The Order of Australia Association Foundation Limited for the year ended 30 June 2021, for the purpose of expressing an opinion as to whether the financial report gives a true and fair view in accordance with Australian Accounting Standards to the extent described in note 2 to the financial report and the Australia Charities and Not-for-profits Commission Act 2012.

We confirm that:

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated 27 January 2022, for the preparation of the financial report in accordance with Australian Accounting Standards to the extent described in note 2 to the financial report and the Australia Charities and Not-for-profits Commission Act 2012; in particular the financial report gives a true and fair view in accordance therewith.
2. We have provided you with:
  - Access to all information of which we are aware that is relevant to the preparation of the financial report such as records, documentation and other matters;
  - Additional information that you have requested from us for the purpose of the audit;
  - Unrestricted access to the persons within the entity from whom you determined it necessary to obtain audit evidence; and
  - All requested information, explanations and assistance for the purposes of the audit.
3. All transactions have been recorded in the accounting records and are reflected in the financial report.
4. We are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.
5. We have disclosed to you the results of our assessment of the risk that the financial report may be materially misstated as a result of fraud.

The Order of Australia Association Foundation Limited  
Corporate Trustee for The Order of Australia Association Foundation

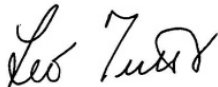
Old Parliament House, 18 King George Terrace, PARKES ACT 2600  
Tel: (02) 6273 5995  
e-mail: [sec@oaafoundation.com.au](mailto:sec@oaafoundation.com.au)

6. There has been no fraud or suspected fraud affecting the entity involving management, employees who have significant roles in internal control or others where the fraud could have a material effect on the financial report.
7. There have been no allegations of fraud, or suspected fraud, affecting the entity's financial report communicated by employees, former employees, analysts, regulators or others.
8. There have been no instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial report.
9. In consideration of the impact of COVID-19 we have performed a going concern assessment as at the date of signing the financial report as required by AASB 110 "Events After the Reporting Period". We have determined that as at this date The Order of Australia Association Foundation Limited continues to be a going concern and, therefore, it continues to be appropriate to prepare the financial report of The Order of Australia Association Foundation Limited on the going concern basis in accordance with AASB 101 "Presentation of Financial Statements". We are not aware, as at the date of this letter, of a material uncertainty arising from COVID-19 that casts significant doubt on the ability of The Order of Australia Association Foundation Limited to continue as a going concern.
10. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
11. We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
12. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Australian Accounting Standards.
13. All known actual or possible litigation and claims whose effects should be considered when preparing the financial report have been disclosed to you and accounted for and disclosed in accordance with the Australian Accounting Standards.
14. The effects of uncorrected misstatements are immaterial, individually and in aggregate, to the financial report as a whole. A summary of such items is attached to the representation letter as Appendix A.
15. All events occurring subsequent to the date of the financial report and for which Australian Accounting Standards require adjustment or disclosure have been adjusted or disclosed within the financial report.
16. In respect of other information:
  - we have informed you of all the documents that we expect to issue that may comprise other information;
  - the financial report and any other information obtained by you prior to the date of your auditor's report is consistent with one another, and the other information does not contain any material misstatements; and
  - with regard to any other information that we have not provided to you prior to the date of the auditor's report, we will provide you with the final version of the other information when available and prior to issuance, such that you can complete your required procedures.
17. The selection and application of accounting policies as described in Note 2 in the financial report are appropriate.
18. We have no plans or intentions that may affect the carrying value or classification of assets and liabilities.

19. Liabilities, both actual and contingent, have been properly recorded and, when appropriate, adequately disclosed in the financial report.
20. The entity has satisfactory title to, or control over all assets and there are no liens or encumbrances on such assets that have not been disclosed nor has any asset been pledged as collateral.
21. We have properly recorded and, when appropriate, adequately disclosed in the financial report the effects of any laws, regulations and contractual agreements on the financial report, including non-compliance.
22. We have communicated to you all deficiencies in internal control of which we are aware.
23. We have identified and disclosed to you all embedded derivatives of which we are aware.
24. We have not held a lock box at any time during the year ended 30 June 2021.
25. We do not hold any additional accounts or balances with the ANZ and JBWere other than those communicated to you.
26. It is impracticable to establish control over the collection of donations prior to entry into the financial records.

We understand that your audit was conducted in accordance with Australian Auditing Standards and was, therefore, designed primarily for the purpose of expressing an opinion on the financial report of the entity taken as a whole, and that your test of the financial records and other auditing procedures were limited to those which you considered necessary for that purpose.

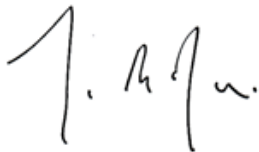
Yours faithfully



\_\_\_\_\_  
**Leo Tutt**  
**Director and Treasurer**

\_\_\_\_\_  
 1 February 2022

**Date**



\_\_\_\_\_  
**Hugh M Morgan AC**  
**Chair of the Board**

\_\_\_\_\_  
 1 February 2022

**Date**

## APPENDIX A

### Summary of uncorrected misstatements relating to the audit of the financial report of The Order of Australia Association Foundation Limited for the year ended 30 June 2021

Account Name	Assets	Liabilities	Retained Earnings	Other Equity	Income Statement	Total
	DR/(CR)	DR/(CR)	DR/(CR)	DR/(CR)	DR/(CR)	DR/(CR)
<b>Known misstatements</b>						
None noted						
<b>Carry over effects of prior year misstatements</b>						
Provision for scholarship awards reported in the incorrect period, corrected in the current year.			40,000		(40,000)	0
<b>Total</b>			40,000		(40,000)	0

Disclosure Deficiency Identified	Amount \$	Reference
None noted		