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BYLAE A

QUESTIONNAIRE - SMALL PRACTITIONERS

1.	PROBLEMS FACED BY SMALL	AND MICRO ENTITIES (SM	IEs) AND SMALL	. PRACTITIONERS

1.1	Rate the following problems faced by smaller accountancy / audit practices on a scale of 1 (not a
	problem) to 5 (major problem).

	1	2	3	4	5
Competition from big audit firms					
Keeping up to date with accounting and auditing developments					
Office and practice management					
Profitability and cash flow					
Regulation and compliance					
Staffing issues					
Tax burdens					
Other - please specify					

1.2	Do you thin	k that	these pro	blems	have significantl	y incre	ased du	ring t	he las	st 5 yea	ars?	
	Yes		No		No opinion							

1.3 Rate the following business difficulties experienced by your SME clients on a scale of 1 (not a problem) to 5 (major problem).

	1	2	3	4	5
Competition in the market					
Compliance with regulations					
Profitability and cash flows					
Inadequate accounting system					
Lack of technical skills on accounting standards					
Lack of management skills					
Obtaining finance					



Personnel recruiting			
Tax burdens			
Other - please specify			

Yes No No opinion	
DENTIFYING A SME FOR FINANCIAL REPORTING PURPOSES ndicate whether the following factors should be used to identify a SME for purposes.	or financial r
	Yes
Complexity of the entity (Nature of business and transactions)	
Number of employees	
Public accountability of the entity	
Ownership structure	
Risk assessment profile	
The number of users of financial statements	
Total turnover	
Total assets	
Whether the users need and understand financial statements (users' needs an financial literacy of users)	d

3. USES AND BENEFITS OF FINANCIAL STATEMENTS OF SMEs

3.1 Indicate whether the following potential users are users of the financial statements of your SME clients.

	Yes	No	Occasionally	Don't know
Customers				
Employees				
Financial institutions (Banks, credit providers and insurers)				
Government (other than SARS)				
Investors				
Owners/ managers				
Prospective investors / analysts				
Public				
SARS				
Suppliers				
Other - please specify				

3.2 Rate the following benefits of financial statements of your SME clients for their users on a scale of 1 (not beneficial at all) to 5 (very beneficial).

	1	2	3	4	5
Financial statements are prepared on an independent basis					
Preparing annual financial statements indicates good discipline					
Planning and management decisions depend on financial statements					
Review of performance of the entity					
Tax purposes					
To determine solvency / liquidity (ability to repay debt) of the entity					
To obtain finance from financial institutions					
To compare results with other entities					



Other benefits - please specify			

3.3 Rate the influence of financial statements on the following economic decisions made by owners and managers of your SME clients on a scale of 1 (no influence at all) to 5 (major influence).

	1	2	3	4	5
Borrowing / financing decisions					
Cash management					
Capital expenditure					
Directors' remuneration					
Dividend decisions					
Staff remuneration (including bonuses)					
Other - please specify					

4. COSTS AND BURDENS OF FINANCIAL STATEMENTS OF SMEs

4.1 Indicate whether your SME clients found the following aspects of producing annual accounts burdensome or not.

	Yes	No	Don't know
Certain disclosures may hurt competitive advantages			
Costs of accounting services			
Costs of audit services (if applicable)			
Costs of accounting software			
Compliance with financial reporting requirements			
General bookkeeping problems			
Training of accounting staff			
Other - please specify			

4.2 Rate in terms of expense, the elements of your total fee to SME clients on a scale of 1 (not expensive) to 5 (very expensive).

	1	2	3	4	5
Accounting work / preparation of financial statements					
Annual audit					
General financial advice					
PAYE work					
Tax returns and correspondence					
VAT work					
Other - please specify					



5. APPLICABILITY OF ACCOUNTING STANDARDS

5.1	Do the financial statements of your SME clients comply with all current IFRS (International Financial
	Reporting Standards), where applicable?
	Yes No Partially
	Comments:
5.2	Do you feel that there is still too great a burden for SMEs to comply with accounting standards? Yes No No opinion
	Comments:
5.3	Are you up to date with current IFRS?
	Yes No Don't know
5.4	Are you up to date with the new IFRS for Small and Medium-sized Entities which was issued during 2007?
	Yes No Don't know



5.5 The following is a complete list of current International Financial Reporting Standards. Please indicate how often the specific standard is currently used in practice by small entities.

	ACCOUNTING STANDARD			
		Regularly	Occasio -nally	Never
IAS 1	Presentation of Financial Statements			
IAS 2	Inventories			
IAS 7	Cash Flow Statements			
IAS 8	Accounting Policies, Changes in Accounting Estimates and Errors			
IAS 10	Events after the Balance Sheet Date			
IAS 11	Construction Contracts			
IAS 12	Income Taxes			
IAS 16	Property, Plant and Equipment			
IAS 17	Leases			
IAS 18	Revenue			
IAS 19	Employee Benefits			
IAS 20	Accounting for Government Grants and Disclosure of Government Assistance			
IAS 21	The Effects of Changes in Foreign Exchange Rates			
IAS 23	Borrowing Costs			
IAS 24	Related Party Disclosure			
IAS 26	Accounting and Reporting by Retirement Benefit Plans			
IAS 27	Consolidated and Separate Financial Statements			
IAS 28	Investments in Associates			
IAS 29	Financial Reporting in Hyperinflationary Economies			
IAS 31	Interests in Joint Ventures			



	ACCOUNTING STANDARD			
		Regularly	Occasio -nally	Never
IAS 32	Financial Instruments: Presentation			
IAS 33	Earnings per Share			
IAS 34	Interim Financial Reporting			
IAS 36	Impairment of Assets			
IAS 37	Provisions, Contingent Liabilities and Contingent Assets			
IAS 38	Intangible Assets			
IAS 39	Financial Instruments: Recognition and Measurement			
IAS 40	Investment Property			
IAS 41	Agriculture			
IFRS 1	First-time Adoption of IFRS			
IFRS 2	Share-based Payment			
IFRS 3	Business Combinations			
IFRS 4	Insurance Contracts			
IFRS 5	Non-current Assets Held for Sale and Discontinued Operations			
IFRS 6	Exploration and Evaluation of Mineral Resources			
IFRS 7	Financial Instruments: Disclosure			
IFRS 8	Operating Segments			



6. RELAXATION OF ACCOUNTING STANDARDS FOR SMEs

6.2

6.3

6.1 Indicate whether the following could reduce the burden of producing financial statements for SMEs.

	Yes	No
Complete exemption from adherence to a specific accounting framework		
Reduce disclosure requirements		
Reduce number of applicable accounting standards		
Remove the audit requirement for (Pty) Ltd companies		
Simplification of measurement requirements		
Special standards for SMEs		
Other - please specify		
Do you believe that the IFRS for Small and Medium-sized Entities which was issued reduce the burden of producing financial statements for SMEs in future? Yes No Don't know	d during 2	2007 wil
Do you believe there is a need for an additional financial reporting framework spec	cifically fo	or SME

6.4 Indicate if you would be concerned, unconcerned or of no opinion about the following potential issues arising from the relaxation of accounting standards for SMEs.

Don't know

(more simplified than IFRS for Small and Medium-sized Entities)?

No

Yes

	Concerned	Un- concerned	No opinion
Application of a differential accounting system			
Increased confusion for preparers of financial statements			
Loss of comparability of financial statements			
Loss of credibility for the accounting profession			
Loss of true and fair view of financial statements			
Lowering of accounting standards			
Non-acceptance of financial statements by financial institutions			
Non-acceptance of financial statements by SARS			



Reduction in financial statements' reliability		
Other - please specify		

7.	PROFILE OF TI	HE RESPON	DENT	_			
7.1	Number of years	s in practice					
	0-10	11-20		20+			
7.2	Number of partn	ers in your fi	rm in :	South Afric	а		
	<5	5-10		11-20		20+	
7.3	% of total annua	l fees earne	d from	SMEs			
	0-25%	26-50%		51-75%		75%+	



BYLAE B

QUESTIONNAIRE - OWNERS

1.	PROBLEMS FACED	BY SMALL	AND MICRO	ENTITIES	(SMEs)
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1.1 Rate the following business difficulties experienced by your business on a scale of 1 (not a problem) to 5 (major problem).

	1	2	3	4	5
Competition in the market					
Compliance with regulations					
Inadequate accounting system					
Lack of technical skills on accounting standards					
Lack of management skills					
Obtaining finance					
Profitability and cash flows					
Personnel recruiting					
Tax burdens					
Other - please specify					

1.2	Do you think that	t these problems	have significantly i	ncreased during the last 5 years?
	Yes	No	No opinion	

2. IDENTIFYING A SME FOR FINANCIAL REPORTING PURPOSES

2.1 Indicate whether the following factors should be used to identify a SME for financial reporting purposes.

	Yes	No
Complexity of the entity (Nature of business and transactions)		
Number of employees		
Ownership structure		
Public accountability of the entity		
Risk assessment profile		
The number of users of financial statements		
Total turnover		
Total assets		
Whether the users need and understand financial statements (users' needs and financial literacy of users)		
Other - please specify		

3. USES AND BENEFITS OF FINANCIAL STATEMENTS

3.1 Indicate whether the following potential users are users of your financial statements.

Yes	No	Occasionally	Don't know



Other - please specify		

3.2 Rate the following benefits of your financial statements for their users on a scale of 1 (not beneficial at all) to 5 (very beneficial).

	1	2	3	4	5
Financial statements are prepared on an independent basis					
Planning and management decisions depend on financial statements					
Preparing annual financial statements indicates good discipline					
Review of performance of the entity					
Tax purposes					
To determine solvency / liquidity (ability to repay debt) of the entity					
To obtain finance from financial institutions					
To compare results with other entities					
Other benefits - please specify					

3.3 Rate the influence of your financial statements on the following economic decisions made by owners and managers on a scale of 1 (no influence at all) to 5 (major influence).

	1	2	3	4	5
Borrowing / financing decisions					
Cash management					
Capital expenditure					
Directors' remuneration					
Dividend decisions					
Staff remuneration (including bonuses)					
Other - please specify					



4. COSTS AND BURDENS OF FINANCIAL STATEMENTS

4.1 Indicate whether you found the following aspects of producing annual accounts burdensome or not.

	Yes	No	Don't know
Certain disclosures may hurt competitive advantages			
Costs of accounting services			
Costs of audit services (if applicable)			
Costs of accounting software			
Compliance with financial reporting requirements			
General bookkeeping problems			
Training of accounting staff			
Other - please specify			



	VUNIBESITHI VA PRETORIA			
5.	APPLICABILITY OF ACCOUNTING STANDARDS			
5.1	Do your financial statements comply with all current IFRS (In	ternational	Financial	Reporting
	Standards), if applicable?			
	Yes No Partially Not		Don't	
	applicable		know	
			L	
	Comments:			
5.2	Do you feel that there is still too great a burden complying with according	inting stand	lards?	
0.2		ariting starte	iai as :	
	Yes No Don't know			
	Comments:			
5.3	Indicate whether the information included in the components of final	ancial stater	ments is ve	ry useful,
	of limited use or of no use.			
		Very	Limited	No
		useful	use	use
	Income statement (Statement of comprehensive income)			
	Balance sheet (Statement of financial position)			
		+		
	Cash flow statement (Statement of cash flows)			
	Statement of changes in equity			
	Notes to the financial statements			
5 4	De very believe that deferred to via a gravidire for large town to the	Liliai a a da co		
5.4	Do you believe that deferred tax, i.e. providing for long term tax lial your financial statements?	Dilities, is us	setul for the	e users of
	Yes No Don't know			
5.5	Yes No Don't know Do you feel that consolidated accounts, if applicable, are useful	for the use	ers of your	financial

Don't know

Not applicable

Yes



6. RELAXATION OF ACCOUNTING STANDARDS FOR SMEs

6.2

6.3

6.1 Indicate whether the following could reduce the burden of producing financial statements.

	Yes	No			
Complete exemption from adherence to a specific accounting framework					
Reduce disclosure requirements					
Reduce number of applicable accounting standards					
Remove the audit requirement for (Pty) Ltd companies					
Simplification of measurement requirements					
Special standards for SMEs					
Other - please specify					
Do you believe that the IFRS for Small and Medium-sized Entities that was issued during 2007 wireduce the burden of producing financial statements for SMEs in future? Yes No Don't know					
Do you believe there is a need for an additional financial reporting framework spec	cifically fo	or SMEs			
(more simplified than IFRS for Small and Medium-sized Entities)?					
Yes No Don't know					

6.4 Indicate if you would be concerned, unconcerned or of no opinion about the following potential issues arising from the relaxation of accounting standards for SMEs.

	Concerned	Un- concerned	No opinion
Application of a differential accounting system			
Increased confusion for preparers of financial statements			
Loss of comparability of financial statements			
Loss of true and fair view of financial statements			
Lowering of accounting standards			
Non-acceptance of financial statements by financial institutions			
Non-acceptance of financial statements by SARS			
Reduction in financial statements' reliability			



Other - please specify		

7. PROFILE OF THE RESPONDENT

7.1 Number of years in business

0-10 11-20 20+

7.2 Total turnover of the business in prior year:

 < R 1</td>
 R1 – 5
 R5 – 20
 R20+

 million
 million
 million



BYLAE C

QUESTIONNAIRE - FINANCIAL INSTITUTIONS

1. IDENTIFYING A SMALL ENTITY

1.1 Indicate the factors used to identify a small entity.

Total turnover	
Total assets	
Number of employees	
Accountability of the entity	
Complexity of entity	
Ownership structure	
Needs of users of financial statements	
Users of financial statements	
Other - please specify	

2. REQUIREMENTS FOR A LOAN APPLICATION

2.1 Indicate which aspects are considered for a loan application of a small entity.

Financial statements	
Knowledge of the business	
Knowledge of the business= management	
Past experience	
Security	
Size of the business	
Size of the loan	
Other - please specify, if possible	



3. APPLICABILITY OF ACCOUNTING STANDARDS

3.1	ndicate whether the information included in the components of financial statements is very use	ful,
	f limited use or of no use	

	Very useful	Limited use	No use
Income statement (Statement of comprehensive income)			
Balance sheet (Statement of financial position)			
Cash flow statement			
Notes to the financial statements			

3.2	Identify the factors of	considered when	examining the	financial statem	ents of small entities.
-----	-------------------------	-----------------	---------------	------------------	-------------------------

Audit report	
Capacity to repay	
Directors' fees	
Liquidity	
Performance trends	
Profitability	
Reputation of auditor	
Security	
Stability	
Other information in financial statements - please specify	
Additional information requested	

3.3	is additional into	ormation readily	provided by clients	and potential clients?
	Yes	No	Do not know	

4. RELAXATION OF ACCOUNTING STANDARDS FOR SMALL ENTITIES

4.1 Indicate if you would be concerned, unconcerned or of no opinion about the following potential issues arising from the relaxation of accounting standards for small entities.

	Concerned	Un- concerned	No opinion
Complexity of differential system			
Increased confusion			
Loss of comparability			
Loss of credibility for profession			
Loss of true and fair view			
Lowering of standards			
Reduction in reliability			



BYLAE D

QUESTIONNAIRE - SARS

1. IDENTIFYING A SMALL ENTITY

1.1 Indicate the factors used to identify a small entity.

Total turnover	
Total assets	
Number of employees	
Accountability of the entity	
Complexity of entity	
Ownership structure	
Needs of users of financial statements	
Users of financial statements	
Other - please specify	

2. APPLICABILITY OF ACCOUNTING STANDARDS

2.1 Indicate whether the information included in the components of financial statements is very useful, of limited use or of no use.

	Very useful	Limited use	No use
Income statement (Statement of comprehensive income)			
Balance sheet (Statement of financial position)			
Cash flow statement			
Notes to the financial statements			



Identify the factors considered when examining the financial statements of small entities.

2.2

	Audit report			
	Capacity to repay			
	Directors' fees			
	Liquidity			
	Performance trends			
	Profitability			
	Reputation of auditor			
	Security			
	Stability			
	Other information in financial statements - please specify			
	Additional information requested			
3. RELA	Yes No Do not know AXATION OF ACCOUNTING STANDARDS FOR SMALL Indicate if you would be concerned, unconcerned or of issues arising from the relaxation of accounting standards	no opinion ab		ing potential
	g and a second g	Concerned	Un-	No
			concerned	opinion
	Complexity of differential system			
	Increased confusion			
	Loss of comparability			
	Loss of credibility for profession			
	Loss of true and fair view			

Lowering of standards

Reduction in reliability