

Typed on the Official Letterhead of the Company
Those Who are Charged with Governance Representation Letter

City, Country, Month, Day, Year

To / The Exam Unit
The American Anti- Corruption Institute (AACI)
Email: Exam@THEAACI.com

We, XYZ Co, accept those who are charged with governance (as defined in the International Standard on Auditing “ISA” 260), senior executive management, and departments’ heads at our organization to sit for the Corruption Prevention Management Test (CPMT) online test. The American Anti-Corruption Institute (AACI), Tempe, Arizona – USA, manages and reports on the results of test.

We understand that the objectives of the CPMT are the following:

1. Evaluate and measure relevant corruption prevention knowledge competencies of the board members, senior management and employees.
2. Identify the strengths and weaknesses of our organization’s corruption prevention knowledge that is necessary for preventing fraud and corruption.
3. Select appropriate responses to address identified corruption prevention knowledge weaknesses

Whenever we will communicate our test results with any party, we will always accompany The Exam Unit’s Report thereto.

We understand that the date of the CPMT certificate is the date of the last day of the CPMT window testing provided to our organization. We also understand that the validity, and thereof the reliability, of the CPMT certificate, is one fiscal year or whenever there is a significant change to the board members and / or senior executive management whichever is shorter.

We understand that a senior executive management is an employee who reports to the CEO and / or a board committee; a department head is and employee who reports to one or more senior executive management. The Exam Unite of The AACI has the ultimate authority to decide on this classification for CPMT purposes.

The following lists stateⁱ all the board members, senior executive management, and departments’ heads that will sit for the CPMT during the period from.....
to.....

Board Members		
	Name	Committees' membership
1-		
2-		
3-		
4-		
5-		
6-		
7-		
8-		
9-		

Senior and Executive Management		
	Name	Designation and Reporting to
1-		
2-		
3-		
4-		
5-		
6-		
7-		
8-		
9-		
10-		
11-		
12-		
13-		
14-		
15-		
16-		
17-		
18		

Department Heads		
	Name	Designation and Reporting to
1-		
2-		
3-		
4-		

5-		
6-		
7-		
8-		
9-		
10-		
11-		
12-		
13-		
14-		
15-		
16-		
17-		
18		

Chairman of the Board

Chief Executive Officer (CEO)

Name:

Name:

Signature:

Signature:

Date:

ORGNAIZATION STAMP

Date:

ⁱ You may use excel sheets to list all the CPMT sitters classified as shown in these tables. Such excel sheets should be signed by the CEO and the Chairman of the Board. Further, you should state at **each** of these excel sheets that “ These excel sheets are an integral part of our representation letter issued to The Exam Unit of The AACI on (DD/MM/YYYY) relevant to the CPMT”