

## **CALL FOR APPLICATION: INDEPENDENT EXTERNAL AUDITORS**

The West African Tax Administration Forum (WATAF) invites applications from qualified and experienced audit firms or professionals to serve as an Independent External Auditor for the Forum. The selected auditor will be responsible for conducting an annual independent audit of WATAF's financial statements in accordance with internationally recognized auditing standards and WATAF's financial regulations.

### **About WATAF**

The West African Tax Administration Forum (WATAF) is an international organization established to promote cooperation, collaboration, and capacity building among tax administrations in West Africa. WATAF supports member countries in enhancing domestic resource mobilization through improved tax administration practices and policies.

### **Purpose of the Audit**

The audit is aimed at providing reasonable assurance that the financial statements of WATAF are free from material misstatement and are prepared in accordance with applicable accounting standards, donor requirements, and the organization's financial procedures.

### **Scope of Work**

The Independent External Auditor will:

- Conduct an annual audit of WATAF's financial statements and related financial records.
- Evaluate the effectiveness of internal controls and financial reporting processes.
- Ensure compliance with International Financial Reporting Standards (IFRS), International Standards on Auditing (ISA), and relevant statutory requirements.
- Issue an independent audit report and management letter detailing findings and recommendations.
- Present the final audited financial statements and report to the WATAF General Assembly and/or Executive Secretariat.

### **Eligibility and Qualifications**

Interested applicants must:

- Be a legally registered and licensed audit firm or practitioner in a WATAF member country.

- Demonstrate at least **five (5) years** of experience conducting audits for regional bodies, international organizations, or non-profit entities.
- Have in-depth knowledge of IFRS and ISA, and an understanding of public sector financial management.
- Provide evidence of impartiality and independence (no prior consultancy or direct engagement with WATAF in the last three years).
- Be fluent in either English or French (bilingual capacity is an advantage).

### **Application Requirements**

Applicants should submit the following:

- Letter of Expression of Interest
- Company profile or CV (for individual practitioners)
- Valid registration and practicing license
- Technical proposal outlining understanding of the assignment, methodology, and audit work plan
- Financial proposal detailing the audit fees (inclusive of taxes and any other charges)
- List of at least three (3) recent similar assignments with references
- Declaration of independence and no conflict of interest

### **Submission Guidelines**

All applications must be submitted electronically to: [admin@wataf-tax.org](mailto:admin@wataf-tax.org)

**Subject Line:** Application for Independent External Auditor – WATAF

**Deadline for submission:** 12th September 2025

Late or incomplete applications will not be considered.

### **Selection Process**

WATAF will review all applications based on technical competence, relevant experience, understanding of the assignment, and cost-effectiveness. Shortlisted applicants may be invited for interviews or presentations.

For further inquiries, please contact:

WATAF Secretariat

Email: [admin@wataf-tax.org](mailto:admin@wataf-tax.org)

Website: [www.wataf-tax.org](http://www.wataf-tax.org)

We look forward to receiving your application.

Issued by the WATAF Executive Secretary

**Date:** 03/09/2025