

BCA Syariah has issued the Board of Directors' Decree Number: 038/SK/DIR/2024 regarding the Internal Audit Charter for the year 2024, dated April 30, 2024.

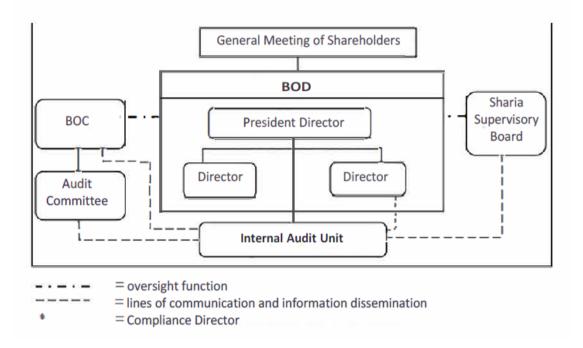
### The Internal Audit Charter consists of:

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#### **Position of IAU**

The internal audit function of BCA Syariah is conducted by the Internal Audit Division (IAU), which is led by the Head of SAI. The Head of IAU reports directly to the President Director. The following chart illustrates the position of IAU within the organizational structure of BCA Syariah:





#### **Independence of the Internal Audit Unit (IAU)**

To support independence and objectivity in carrying out its duties and functions, and to ensure smooth auditing processes and authority in monitoring follow-ups on audit results, the IAU can communicate directly with the Board of Commissioners and/or the Audit Committee to inform them of various audit-related matters. Regarding matters related to Sharia principles, the Head of the IAU can communicate with the Sharia Supervisory Board (SSB). The Head of the IAU must report to the President Director with a copy to the Director of Compliance. Reports on the implementation of IAU duties are submitted to the President Director or the Board of Commissioners, with copies to the Board of Commissioners, Audit Committee, and the Director in charge of Compliance.

Note: \*\*If communication with the President Director is deemed inappropriate, for instance, if the IAU's findings concern the integrity of the President Director.

### **Appointment and Dismissal of the Head of IAU**

The Head of IAU is appointed and dismissed by the President Director after obtaining approval from the Board of Commissioners, considering recommendations from the Audit Committee. Each appointment or dismissal of the Head of the IAU must be promptly notified to the Financial Services Authority (OJK).



#### **Main Duties of the IAU**

## The primary duties of the IAU are:

- 1. Assisting the President Director and the Board of Commissioners in supervision by operationalizing planning, implementation, and monitoring of audit results.
- 2. Assessing the adequacy and effectiveness of the company's governance, risk management, and internal control processes.
- 3. Conducting financial, accounting, operational, and other analyses and assessments through audits.
- 4. Identifying opportunities to improve and increase the efficiency of resource and fund utilization.
- 5. Providing objective improvement suggestions and information on the activities reviewed at all management levels.
- 6. Acting as a consultant for internal company parties as needed, especially concerning the scope of their duties.
- 7. Coordinate with work units that perform other control functions. Coordination with other work units, such as the Compliance Department and the Risk Management Department, does not result in the transfer of responsibility of each work unit in the control function.
- 8. Representing BCA Syariah in facilitating, monitoring, analyzing, and reporting followups carried out by relevant units on external auditor and other third-party audit results.

#### **Responsibilities of the IAU**

The responsibilities of the Head and all IAU staff include:

- 1. Apply professional care in planning and implementing audit functions.
- 2. Comply with the guidelines and methodologies set out in the Internal Audit Implementation Guidelines.
- 3. Apply knowledge, skills and abilities carefully in carrying out their functions.
- 4. Maintain integrity and objectivity or an independent mental attitude.
- 5. Maintain the confidentiality of company information and/or data related to the implementation of SAI's duties and responsibilities, unless required by laws and regulations or court decisions.



#### **Scope of IAU Activities**

IAU activities encompass the examination and evaluation of the adequacy of internal control systems, effectiveness of governance processes, risk management, and performance quality, as well as the application of Sharia principles to support the achievement of the company's objectives. This includes:

- 1. Risk exposure in achieving the company's strategic objectives
- 2. Reliability, effectiveness, integrity of information management processes and systems, including relevance, accuracy, completeness, availability, and confidentiality of data.
- 3. Compliance with policies, procedures and provisions of laws and regulations including compliance with sharia principles.
- 4. Quality of organizational performance.
- 5. Providing consultation and input on governance, risk management, and internal control matters.
- 6. Evaluating operational activities at the request of the Board of Directors, Board of Commissioners, or Audit Committee.
- 7. Reporting significant control issues and risk exposures, including fraud, governance issues, and other problems as needed or as requested by the Board of Directors, Board of Commissioners, or Audit Committee.

The scope of internal audit activities includes functions and activities at Service Offices, Work Units/Divisions, Head Office Units, and/or activities outsourced to external parties and/or in collaboration with third parties.

## **IAU Authority**

The following are the authorities of the SAI:

- 1. The Head of the IAU is authorized to determine the methods, methods, techniques, and approaches of the audit carried out in accordance with the profession and internal audit standards;
- 2. The IAU is given full authority to access all relevant information from the company related to the duties and functions of the IAU
- 3. Obtain data required for the auditee examination within the specified time limit



- 4. Communicate directly with the Board of Directors, Board of Commissioners, Audit Committee, and Sharia Supervisory Board
- 5. Hold regular and incidental meetings with the Board of Directors, Board of Commissioners, Audit Committee, and Sharia Supervisory Board
- 6. Coordinate activities with external auditors and the Financial Services Authority (OJK)
- 7. Attend strategic meetings without having voting rights

#### **Internal Audit Code of Ethics**

In performing its duties, the IAU must implement the Internal Audit Code of Ethics, which includes:

#### 1. Integrity

Behavior characterized by adherence to moral and ethical principles including being honest and courageous in acting on relevant facts, even when faced with pressure to do otherwise or when it could potentially harm an individual or organization. Internal auditors are expected to tell the truth and do the right thing. Even when it is uncomfortable and difficult. Integrity is the foundation of ethics and professionalism that is essential to building trust and gaining respect

## 2. Objectivity

An impartial mental attitude that enables internal auditors to make professional judgments, fulfill their responsibilities, and achieve Internal Audit objectives without compromise. An internal audit function that is positioned independently supports the ability of internal auditors to maintain objectivity.

#### 3. Competency

IAU uses the knowledge, expertise, and experience necessary to perform audit tasks. Internal audit activities must be carried out with professional expertise and proficiency, namely having the knowledge, skills and other competencies needed to carry out their functions and responsibilities

- 4. Professionalism (Due Professional Care)
  - IAU applies professional care in planning and carrying out internal audit activities.

### 5. Confidentiality



IAU respects the value and ownership of information received and does not disclose such information beyond its authority, unless there is a legal or professional obligation to do so.

#### **Prohibition of Dual Roles and Positions**

Internal auditors are not allowed to engage in the company's operational activities. Internal auditors who, due to special circumstances, are temporarily assigned by the Board of Directors to assist/support the operations of a branch or specific work unit, are not permitted to perform audit functions on that branch/unit/activity for at least 12 (twelve) months afterward.