



Call for Expression of Interest - Provision of Internal Audit Services.

1. About Kilimo Trust

Kilimo Trust (KT) is an independent Regional agricultural development organization - working on agriculture for development across the EAC Region. It is registered in the Republic of Uganda, Kenya, Tanzania, and Rwanda, and it implements projects across all EAC Partner States. The core business of KT is to support the transformation of food and nutrition security in the EAC Region away from high-risk subsistence farming into lower-risk trade-based systems.

2. The Assignment:

To provide Internal Audit Services for 10 days per Quarter for two years. The Internal Audit Service Provider will report to the Board of Trustees.

3. About the Assignment/Scope of work:

The Firm will be expected to:

- a) Provide independent advice to the Audit Committee of the Board with respect to the quality of financial management
- b) Lead in the regular updating of assessment of all Financial Risks and their Management.
- c) Perform Necessary and Sufficient Internal Audit of all financial and procurement transactions and accountability and Submit Findings and Recommendations to the Audit Committee of the Board, in line with Audit Standards and Policy.
- d) Ensure value for money is achieved through efficient and effective use of resources – to support the delivery of the KT’s target of building and sustaining a reputation as the “Go To” organization for value for money (VFM) results.
- e) Promote and Ensure Compliance to the Financial Policies and Procedures of KT.
- f) Contribute as appropriate in the Annual External Audit of Kilimo Trust.
- g) Detection and prevention of fraud and errors
- h) Ensuring Institutional Compliance with the applicable laws and regulations
- i) Follow up on significant issues from previous external audits and due diligence reports
- j) Review internal administrative & accounting controls to safeguard resources & ensure compliance with laws & regulations
- k) Conduct IT Audit, specifically the Odoo System
- l) The internal audit function will assist Management in consultation with the Audit committee to;
 - i) Prepare a one-year Internal Audit Plan based on the assessment of key risk areas and the risk management strategy for KT.
 - ii) An annual Internal Audit Plan detailing the scope, cost, and time lines of each audit;
 - iii) Quarterly Audit reports directed to the Audit Committee detailing its performance against the plan to allow for effective monitoring and intervention where necessary
- j) Conduct special assignments and investigations on behalf of KT.

4. Key Performance Indicators for the Firm:
 - a) Internal Audit Controls and Procedures are in Place, Up to date; and Effective.
 - b) Plan, Procedures and Responsibilities for Managing All Financial Risks are: in Place; Up-to-date; and Effective.
 - c) Internal Audit Investigations are completed, and problems are resolved effectively and on time.
 - d) Ensure that the KT team understands and adheres to a Code of Conduct of international standards, with respect to Financial and Procurement management and accountability.
 - e) No material financial queries are raised by External Auditors, the Board, and/or Funders of KT.
5. Competency and Expertise
The Firm should have the following qualifications:
 - a) Preference will be given to firms registered in terms of the Registered Accountants and Auditors and the Institute of Internal Auditors.
 - b) It is essential that the Service Provider has knowledge and experience of Internal Audit in the NGO Sector.
6. Mode of Application.
All Interested Audit Firms must submit online to recruitment@kilimotrust.org their Expression of Interest (EOI), CVs of the Lead Consultant, two reference letters from their clients, and a Financial Proposal by the **15th March 2025 before 5:00 pm**. The Prospective Firm MUST indicate in the Email subject: "Call for Expression of Interest-Provision of Internal Audit Services."