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Report of Factual Findings The Royal Australasian College of Physicians

We have performed the procedures agreed with you to report factual findings for the purpose of assisting you in assessing, in combination with other information obtained by you, the validity of the votes cast for the College elections as at 5 April 2016. The procedures performed are detailed below with respect to the By-Law for the nomination and election process for The Board of the Royal Australasian College of Physicians (“the College”) and its College bodies.

Those Charged with Governance's Responsibility for the Procedures Agreed

Those Charged with Governance and any intended users party to the terms of the engagement are responsible for the adequacy or otherwise of the procedures agreed to be performed by us. You are responsible for determining whether the factual findings provided by us, in combination with any other information obtained, provide a reasonable basis for any conclusions which you or other intended users wish to draw on the subject matter.

Assurance Practitioner's Responsibility

Our responsibility is to report factual findings obtained from conducting the procedures agreed. We conducted the engagement in accordance with Standard on Related Services ASRS 4400 Agreed-Upon Procedures Engagements to Report Factual Findings. We have complied with ethical requirements equivalent to those applicable to Other Assurance Engagements under APES 110 *Code of ethics for professional accountants*.

Because the agreed-upon procedures do not constitute either a reasonable or limited assurance engagement in accordance with AUASB standards, we do not express any conclusion beyond our findings. Had we performed additional procedures in accordance with AUASB standards, other matters might have come to our attention that would have been reported to you.

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Factual Findings

The procedures were performed solely to assist you in evaluating the accuracy of the validity of the votes cast for the College elections for the positions of:

- The election of the RACP President-Elect;
- The election of the Adult Medicine Division (AMD) President-Elect;
- The election of four Adult Medicine Division (AMD) Council members;
- The election of the Paediatrics and Child Health Division (PCHD) President-Elect; and
- The election of one Australasian Faculty of Occupational and Environmental Medicine (AFOEM) President-Elect.

The procedures performed and the factual findings obtained are as follows regarding the above elections:

Procedures Performed	Factual Findings	Errors or Exceptions Identified
We performed a walkthrough of the candidate nomination process by selecting one candidate.	We found that the candidate nomination procedures were in accordance with the By-Law.	No issues identified.
Ensured consistency of data between the Company Secretary's register of eligible voters and the Returning Officer's voting results schedule.	We have agreed a sample of voters who participated in voting in the Elections to their corresponding information within the schedules.	No issues identified.
Ensured that the Returning Officer's voting results schedule were accurate.	We agreed a sample of votes from the Computershare Scrip database system to the Returning Officer's voting results schedule.	No issues identified.
Ensured that invalid votes from the Election were reasonable.	We have sighted the supporting documentation and noted that all invalid votes were reasonable.	No issues identified.
Ensured that the final count issued by Computershare is accurate.	We ensured that the final counts and number of eligible voters reported on the attached Returning Officer's College Election Results are accurate by recalculating the results from each ballot.	No issues identified.

As a result of our procedures we found no errors or omissions or departures from compliance with the by-laws of the College and nothing to indicate the results were not a valid indication of the votes cast for the College elections.


Restriction on Distribution and Use of Report

This report is intended solely for the use of The Royal Australasian College of Physicians for the purpose set out above. As the intended user of our report, it is for you and other intended users to assess both the procedures and our factual findings to determine whether they provide, in combination with any other information you have obtained, a reasonable basis for any conclusions which you wish to draw on the subject matter. As required by ASRS 4400, distribution of this report is restricted to those parties that have agreed the procedures to be performed with us and other intended users identified in the terms of the engagement (since others, unaware of the reasons for the procedures, may misinterpret the results).

Accordingly, we expressly disclaim and do not accept any responsibility or liability to any party other than The Royal Australasian College of Physicians for any consequences of reliance on this report for any purpose.



GRANT THORNTON AUDIT PTY LTD
Chartered Accountants



James Winter
Partner – Audit & Assurance

Sydney, 5 April 2016