Control Self-assessment: An Introduction

Control self-assessment (CSA) is a technique that allows managers and work teams directly involved in business units, functions or processes to participate in assessing the organization's risk management and control processes. In its various formats, CSA can cover objectives, risks, controls and processes. Internal auditors can utilize CSA programs for gathering relevant information about risks and controls; for focusing audit work on high risk, unusual areas; and to forge greater collaboration with operating managers and work teams. Managers can utilize CSA programs to clarify business objectives and to identify and deal with the risks to achieving those objectives.

In both the facilitated workshop and survey formats of CSA, the people performing the work assess their own risks and controls, and increase the ability to achieve business objectives. Internal auditors, in a consulting role, often act as facilitators to help work teams in the assessment of risks and controls. Involvement of people performing the work in evaluation of risks and controls utilizes the expertise of the organization, increases buy-in to any action items, and focuses efforts on important business activities.

Participants will benefit from understanding the different formats of facilitated and survey-based self-assessments, and discussing use of CSA in Enterprise Risk Management (ERM), regulatory financial reporting requirements, such as Sarbanes-Oxley (SOX), fraud and ethics programs, and operational auditing.

After this seminar, participants will be able to evaluate the need for self-assessment in their organization's risk management and control processes, and design an implementation program for self-assessment in their organization.

For a hands-on experience with CSA facilitation skills and strategies check out Control Self-Assessment: Facilitation Skills. This seminar is a nice pairing with the Introduction seminar, mentioned above.
Course Duration:

2 Days

CPE Hours Available:

16

Knowledge Level:

Basic

Field of Study:

Auditing

Prerequisites:

None

Advance Preparation:

None

Delivery Format:

Seminar, eLearning, On-site
Course Outline:

CSA Overview

- Recognize what makes CSA different from other internal audit approaches
- Recall the origin of CSA
- Recognize how the auditor role can be different in CSA
- Describe roles for a CSA
- Discuss the benefits and concerns of CSA to stakeholders
- Explain reasons for conducting CSA
- Identify how culture can impact CSA
- Identify how the Standards support CSA
- Recognize how CSA fits into the audit process

CSA Formats

- Recognize CSA as a tool for evaluating achievement of business objectives
- Describe CSA workshop types
- Compare and contrast use of surveys and workshops
- Identify data collection techniques
- Objectives, Risks, and Controls
- Describe the inter-relationships among objectives, risks, & controls in CSA
- Describe the significance of identifying business objectives for a CSA
- Describe the role risk can play in a CSA
- Explain the design and implementation of controls as it relates to CSA

Frameworks and CSA

- Describe the role of control frameworks in CSA
- Discuss various control frameworks
- Identify hard and soft controls
- Describe how hard and soft controls relate to each other
CSA Facilitation Skills 101

- Describe the basic skills and tools needed to conduct a self-assessment workshop
- Prioritize the CSA process using the cultural continuum
- Anticipate potential success rate of CSA based on interest/fear scale
- Identify basic facilitation dos and don’ts

CSA Implementation

- Describe factors that influence a successful CSA implementation
- Identify measurements of success of CSA
- Determine what next steps are needed for CSA implementation
- Determine how culture is a factor for CSA implementation
- Discuss how CSA can impact an organization