Upcoming IIA Events

IA INTERNATIONAL CONFERENCE
Scaling New Heights
June 13-16, 2021
Virtual

GRC CONFERENCE
Bookmark this link for more information:
August 9-11, 2021
Denver, CO and Virtual

FINANCIAL SERVICES EXCHANGE
Save the Date! (No bookmark available.)
September 27-28, 2021

WOMEN IN INTERNAL AUDIT LEADERSHIP FORUM
Save the Date! (No bookmark available.)
September 29-30, 2021

ALL STAR CONFERENCE
Save the Date! (No bookmark available.)
November 8-10, 2021
Las Vegas, NV

The CIA Exam. Study from home. Test from home.
Prepare for the CIA exam with The IIA’s online study tools. The all-new The IIA’s CIA Learning System, Version 7.0 delivers online reading materials, quizzes, flashcards, and practice exams. You can order and start today!

Did you know that the CIA® exam is available from the comfort and security of your home? For a limited time, you can avoid testing centers and earn your CIA from home. Learn more about testing from home.

More Ways to Learn

WEBINARS:
FSAC Webinar: 3 Steps to Transform Your Team into an Agile Engine | 1 CPE
May 12, 2021 1:00-2:00 p.m. ET

Disruptive Innovation Disrupting Internal Audit | 1 CPE
May 18, 2021 3:30-4:30 p.m. ET

Exploring Agile Auditing | 1 CPE
June 15, 2021 3:30-4:30 p.m. ET

FEATURED SEMINAR OF THE MONTH:
Advanced Risk-based Auditing
16 CPEs | $1,195.00

This course provides participants with the knowledge to develop an audit universe and risk-based internal audit plan. This course also addresses emerging and advanced risk management topics such governance risk, strategic risk, fraud risk, information technology risk, and auditing the risk management process. During this course, you will participate in interactive activities and real-life scenarios. Be prepared to walk away with concepts and tools to develop a value-added, risk-based audit plan for your organization.

IIA East TN / ACFE of Knoxville Joint Event
April 29 - 12:00 - 4:00 p.m. (Day 1) / April 30 - 8 a.m. - 12:00 p.m. (Day 2)
$50 - 1 day (4 CPEs) or $100 - both days (8 CPEs)

April 29 (Day 1):
Cynthia Hetherington, MLS, MSM, CFE, CII
Investigating with Public Records & Open Sources, Online Asset Investigations, and The Dark Web

April 30 (Day 2):
Various case presentations by the FBI, IRS, & TVA OIG

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IIA Quality Services
Annual Member Survey

Internal Audit Awareness Month
IIA East Tennessee Chapter Officers & Board of Governors
News from the IIA
Steps to Certification
Meeting & Seminar Cancellation Policy
Membership Renewals
ANNUAL MEMBER SURVEY

The annual IIA East Tennessee Chapter Member Survey will be sent via email soon. Member feedback is appreciated and will be used to formulate the Chapter’s future event plan. Please take a moment to complete the survey when it becomes available. The deadline for completion will be May 7, 2021.

Contact us to find out about available volunteer opportunities!
chapter85@iiachapters.org
May is International Internal Audit Awareness Month

As an internal audit professional, you play an important role in raising awareness and elevating the profession. International Internal Audit Awareness Month offers you an important opportunity to promote the profession among your stakeholders.

For example, you can customize your email signature and social media accounts with the International Internal Audit Awareness Month digital icon (depicted below). You can hold a lunch-and-learn in your workplace to dispel myths about internal auditing and explain the value that a well-resourced, independent internal audit function can provide. You can also raise the profile of your internal audit department’s staff members by featuring their biographies in an article for your company’s intranet or internal newsletter.

Don’t let the opportunity pass to advocate the importance of internal auditing to your coworkers and other stakeholders. For additional ideas, sample programs, tips, and templates, download the free Building Awareness Toolkit from The IIA’s website.

Traditionally, the Chapter holds a luncheon in the month of May to celebrate International Internal Audit Awareness Month. Since we cannot be together in person again this year, please join us for our May 2021 COVID-19 Roundtable to be held online via Zoom. This Roundtable is being offered to our members free of charge, with 1 CPE available.

Our speaker panel will be discussing risks and opportunities observed in their organizations during the ongoing COVID-19 Pandemic.

Sign up using the link below:

COVID-19 Roundtable
May 6, 2021 1 CPE 10:00 a.m. - 11:00 a.m.

Speakers:
Judy Burns - Enterprise Risk Officer
University of Tennessee System
Barbara Wing - Process Audit Manager/Pandemic Response Team
Clayton Homes
Ashley Williams - Senior Manager of Risk & Performance Assurance
TVA
Patty Lowe, Auditor
ORNL Federal Credit Union
The IIA East TN Chapter Board of Governors

We welcome the following new members to our Chapter. We hope to see you at a Chapter event soon!

Matthew Shillington - LBMC
Donald Welch - Student Member
Laurie Taylor - Clayton Homes
Jessica Warfield - Clayton Homes
Debra Gauthier - Clayton Homes
Kristen Gearhart - ORNL
Richard Pugh - Knox County
Aida Jones - CNS
Kristen Wilson - CNS
Katelin Slusher - CNS
Gary Hebebrand - Regal
Jenny Seguin - Eastman Chemical

Congratulations to Chapter members who recently earned an IIA certification!

Monique Hewling - CIA
Ernest Fuqua - CRMA

On April 14, the Chapter awarded 2 scholarships and 4 student memberships during our UT Student Night with Beta Alpha Psi.

Scholarships:
Adhya Annapureddy
Qiuhui Zhou

Student Memberships:
Josh Dreussi
Nathan Rhodes
Carly Rushing
Linda Zheng
For non-group members, the following discount codes are available:

AEC950
New Member Audit Executive Center Bundle includes Essential and professional membership for $950. Expires 6/30/21.

CHE21
20% off New or Rejoining (previously lapsed) individual professional membership. Expires 12/31/21.

GCHE21
20% off New or Rejoining (previously lapsed) individual government membership.
Accelerate Your Success
CIA Proves Credibility & Proficiency

The Institute of Internal Auditors
Augustino Mbogella, CIA, CCSA, CRMA
Tanzania
CIA Since 2009

“I am a Certified Internal Auditor.”

CERTIFIED Internal Auditor®

CIA® is the only globally recognized certification for internal auditors
The Institute of Internal Auditors (IIA), established in 1941, is the internal audit profession’s globally recognized advocate, educator, standard setter, and certifying body. The Certified Internal Auditor® (CIA®) designation, offered by The IIA since 1974, is the only globally recognized certification for internal auditors.

Totals as of 26 November 2019. Individuals with no country affiliation: 5,036
“I am committed to providing value to my organization.”

Emiko Tai, CIA, CCSA
Japan
CIA Since 2003

What Is a Certified Internal Auditor?

Certified Fact:
As the only globally recognized certification for internal auditors, the Certified Internal Auditor (CIA) designation proves that you:

• Possess current knowledge of The IIA’s International Professional Practices Framework (IPPF) and demonstrate appropriate use.
• Are able to perform an audit engagement in conformance with the International Standards for the Professional Practice of Internal Auditing.
• Understand organizational governance and can apply tools and techniques to evaluate risks and controls.
• Can apply the business, IT, and management acumen needed for internal auditing.
“My CIA sets me apart from my peers and shows that I can make a difference.”

Ahmed Bassiouni, CIA, QIAL  
United Arab Emirates  
CIA Since 2009

Why Become Certified?

In the Simplest Terms...

Internal auditors seek the Certified Internal Auditor certification to:

- Enhance credibility and respect.
- Sharpen skills and proficiencies.
- Increase advancement and earning potential.
- Demonstrate understanding and commitment.

Do you...

have what it takes to be a CIA?

Eligibility =

If you do, you are an ideal candidate for the CIA.

Proven Value

84%
Believe CIA adds value*

70%
CAEs prefer to hire CIAs*

$38k
More annually for CIAs**

*According to The IIA’s 2018 North American Pulse of Internal Audit Survey, 84% believe the CIA brings value to their internal audit work, and 70% of chief audit executives (CAEs) say they prefer to hire candidates with their CIA designation.

**According to The IIA’s 2017 Internal Audit Compensation Study (based on U.S. responses), CIAs earn an average of $38,000 more annually than those without a certification.
“My CIA proves that I can perform a quality internal audit anywhere in the world, in accordance with the Standards.”

N.G. Shankar, CIA
India
CIA Since 2001

Three-part CIA Exam

What can you expect from the CIA exam?

The CIA exam features balanced content among three exam parts, aligns with the latest International Professional Practices Framework (IPPF) and the International Standards for the Professional Practice of Internal Auditing, and reflects the current global practice of internal auditing.

Exam Development Process

Certification Design and Update
- Conduct global market study
- Complete global job analysis study
- Design and update exam syllabus

Exam Question Development
- Write exam questions
- Review questions
- Approve questions (Exam Development Committee)
- Create pre-test exam questions
- Translate exam questions

Exam Development
- Assemble exam forms
- Conduct cut-score setting
- Publish exam forms
- Monitor exam results

Topics by Exam Part

Part 1
Essentials of Internal Auditing
225 QUESTIONS / 300 MINUTES
- Foundations of Internal Auditing 15%
- Leadership & Organization 15%
- Profession & Ethics 18%
- Quality Assurance & Improvement Program 7%
- Governance, Risk Management & Control 15%
- Fraud & Risk 10%

Part 2
Practice of Internal Auditing
100 QUESTIONS / 120 MINUTES
- Managing the Internal Audit Activity 20%
- Planning the Engagement 20%
- Performing the Engagement 40%
- Communicating Engagement Results & Maintaining Progress 20%

Part 3
Business Knowledge for Internal Auditing
100 QUESTIONS / 120 MINUTES
- Business Acumen 35%
- Information Security 25%
- Information Technology 20%
- Financial Management 20%
Once a profile is created in the Certification Candidate Management System (CCMS), there are three primary steps candidates must take to apply for, take and pass all exam parts, and verify experience to become certified.

### Eligibility Requirements

<table>
<thead>
<tr>
<th>ENTRY REQUIREMENT</th>
<th>PASS EXAM</th>
<th>BECOME CERTIFIED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master's Degree (or equivalent)</td>
<td>Eligible to apply for the CIA. Can sit for exam (prior to obtaining the requisite work experience). Must pass all three exam parts before becoming certified.</td>
<td>1 year of internal audit experience (or equivalent).</td>
</tr>
<tr>
<td>Bachelor's Degree (or equivalent)</td>
<td>Eligible to apply for the CIA. Can sit for exam (prior to obtaining the requisite work experience). Must pass all three exam parts before becoming certified.</td>
<td>2 years of internal audit experience (or equivalent).</td>
</tr>
<tr>
<td>Active Internal Audit Practitioner Designation Holder</td>
<td>Eligible to apply for the CIA. Can sit for exam (prior to obtaining the requisite work experience). Must pass all three exam parts before becoming certified.</td>
<td>5 years of internal audit experience (or equivalent).</td>
</tr>
<tr>
<td>5 Years of Internal Audit Experience (or equivalent)</td>
<td>Eligible to apply for the CIA. Can sit for exam. Must pass all three exam parts before becoming certified.</td>
<td>No additional experience required.</td>
</tr>
</tbody>
</table>

To be eligible for the CIA program, candidates must meet entry requirements and provide a character reference form and government-issued photo ID. To obtain certification, candidates must pass all three parts of the exam and provide verification of professional experience.

Visit www.theiia.org/CIA for detailed eligibility requirements.

### Steps to Certification

1. **APPLY**
   - Complete all application requirements. Submit all documentation within 90 days of receipt of payment. Receive program approval.

2. **REGISTER AND TEST**
   - Prepare and pass all three exam parts. Complete exam process within three years.

3. **BECOME CERTIFIED**
   - Verify experience based on education level and get certified.

Find out if you're eligible by entering all your information into CCMS. Visit www.theiia.org/CCMS for all profile requirements.

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**READY, SET, PREP!**

The IIA supports candidates throughout the certification process with a variety of CIA exam preparation resources, from The IIA’s CIA Learning System® to in-person or online webinars, OnDemand classes available 24/7, and pre-conference workshops and other resources available through The IIA and other sources. Plus, IIA members receive discounts on the application and exam registration fees, as well as on IIA training.
More than 160,000 CIA designations have been awarded to internal auditors with diverse professional and educational backgrounds from more than 150 countries, working in a variety of industries.

CIA Growth Trend

- Finance and Insurance
- Manufacturing
- Public Administration
- Professional, Scientific, and Technical Services
- Information Technology
- Utilities
- Educational Services
- Health Care and Social Assistance
- Mining, Quarrying, and Oil and Gas Extraction
- Other – from Retail and Wholesale Trade to Real Estate and Construction
Has the CIA exam changed recently?
The CIA exam was revised in early 2019 to reflect the current practice of internal auditing, minimize duplication and overlap among the three exam parts, and clarify the knowledge, skills, and abilities that CIA candidates must possess to obtain certification. All three parts align with the International Professional Practices Framework (IPPF) and The IIA’s International Standards for the Professional Practice of Internal Auditing.

Where do I find details about the exam?
We encourage you to visit the CIA home page (www.theiia.org/CIA) to read more about the three parts of the exam in detail.

How long does it take to complete all three exam parts?
Candidates have up to three years from the date of application approval to complete the program. On average, candidates complete the program in less than two-and-a-half years.

How much time should I expect to study for the CIA exams?
Depending on education, experience, expertise in accounting and IT, as well as study method and reading comprehension, you should expect to invest around 130 hours of study time (Part 1 - 40 hours; Part 2 - 40 hours; Part 3 - 50 hours).

What is the right order to take each exam part?
There is no wrong or right order. Candidates can take the exam parts in the order they wish.

When and where can I take the exam?
Year-round at more than 900 Pearson VUE test centers in over 150 countries worldwide.

What is the passing score?
Each exam question that contributes to your score has been pretested to ensure statistical validity. Your raw score is calculated based on the number of questions answered correctly and is converted to a reporting scale ranging from 250 to 750 points. A score of 600 or higher is required to pass a CIA exam part.

When do I receive my score?
Candidates receive an informal score report upon completion of the exam at the test center. The score is not final until validated by The IIA. You will be notified by email when your official score is available. This is typically within 24 to 48 hours after you complete your exam.

What is the Certification Candidate Management System (CCMS)?
The IIA’s CCMS is a self-service tool that allows candidates to apply, register, and monitor their CIA status, as well as communicate with the Certifications Support Team, order proof of CIA certification for displaying, framing, or verification, and report continuing professional education (CPE) credits.

What does the program cost?
Pricing varies around the globe and is different for IIA members, nonmembers, and students. Refer to the pricing structure web page at www.theiia.org/CIA.

How do I maintain my certification?
Report annual CPE credits through your CCMS portal by Dec. 31 each year.
The IIA’s CIA Learning System is an interactive review program, combining reading materials and online study tools to teach and reinforce all three parts of the CIA exam. It’s updated to align with the latest industry standards, including the International Professional Practices Framework (IPPF) and the International Standards for the Professional Practice of Internal Auditing.

Prepare with Confidence & Convenience.

A System for Success.

Prepare to Pass. www.LearnCIA.com

Having a team of credentialed CIAs demonstrates to stakeholders that your internal audit department is aligned and possesses the latest knowledge, skills, and competencies to effectively carry out the professional responsibilities to conduct any internal audit, anywhere. When CIA follows their names, your team proves they are credible, competent, and committed to helping your organization improve its culture and enhance critical processes.

Prove their credibility and proficiency.
www.theiia.org/CIA

CERTIFY Your Team

Keep them driven and distinguished
Improve your credibility and proficiency today.

www.theiia.org/CIA
You don’t need to go anywhere else.

World-class external assessment expertise at an exceptional value.

www.theiia.org/Quality
Qualified, Trusted, and Independent

With quality at the core of everything we do, our mission is to elevate professionalism within internal auditing. Proper elevation begins and ends with alignment of The IIA’s International Standards for the Professional Practice of Internal Auditing, Core Principles, and Code of Ethics.

Based on IIA Quality Services’ progressive knowledge of IIA methodology — the Quality Assessment Manual — our external quality assessment evaluates levels of conformance to the Standards and goes beyond to provide for continuous improvement of your internal audit activity to the level of strategic business partner and valued contributor.

Our assessment process identifies improvement opportunities, offers counsel to the chief audit executive (CAE) for successful practice implementation, and promotes the credibility of the internal audit activity with your stakeholders.

Quality Expertise and Exceptional Value

As a trusted source in the profession with years of internal audit experience and a deep understanding of the implementation and methodology of the Standards, IIA Quality Services assists CAEs in gaining support from the audit committee through an understanding of how an external quality assessment is necessary and valuable.

Organizations around the world have enlisted our experts to provide readiness assessments — roadmaps for developing a quality assurance and improvement program (QAIP), full scope external assessments, or validations of self-assessments — meeting the requirement of Standard 1312 to conduct an external assessment once every five years.

As part of our process, we have developed a wealth of global knowledge to benchmark your internal audit activity with similar organizations, address the profession’s latest trends and challenges, and offer a maturity analysis of your internal audit quality capability.

We maintain an expert team of quality assessors who have excellent credentials and many years of combined experience performing external quality assessments (EQA) to implement our process. These audit professionals are recognized quality assessment leaders. They guide internal audit practitioners in collaboration with The IIA’s methodology to perform our assessments for Fortune 500 companies, government agencies, and small businesses in a wide variety of industries across the globe. Our trusted experts use a consultative approach and share their extensive knowledge and insight regarding effective practices for internal audit activities.
**Quality Services**

It is essential to validate and continuously improve the internal audit activity in an effort to enhance effectiveness and efficiency. IIA Quality Services’ mission is to elevate both conformance with the *Standards* and professionalism within internal auditing by providing knowledge resources and quality assessment services to internal audit activities.

There are steps to developing and maintaining your QAIP. IIA Quality Services is here to support your conformance with the *Standards*, provide counsel, and help prepare internal audit activities for future challenges:

1. **Readiness Assessment** – Identifies risks to conformance with *Standards*, provides a baseline for new CAEs, and supports creation of a successful QAIP.

   An independent readiness assessment (gap analysis) focuses on the internal audit activity’s current level of conformance with the *Standards*, and then offers recommendations for remediation of identified gaps to the IPPF. It can also identify efficiency and effectiveness opportunities.

2. **Self-assessment with Independent Validation (SAIV)** – Approach meets the requirements of the *Standards* for an external assessment once every five years.

   An independent external assessor reviews and substantiates the work of the organization’s internal self-assessment team and alignment with the *Standards* via on-site visits, interviews, internal audit report signoff, or issuance of a disparities report.

3. **Quality Assessment (QA)** – The most comprehensive approach not only supports conformance, but also provides an objective assessment of your internal audit activity’s effectiveness.

   An independent assessment team of experts conducts surveys, interviews, and workpaper reviews leading to a documented opinion on conformance with the *Standards*, any observed opportunities for continuous improvement, and recommendations for adding value to the organization.

**Virtual External Quality Assessment**

Leverage the most advanced capabilities and make any one of these external assessments a virtual reality.

We offer a proven virtual approach for conducting any one of these assessment types that provides tools, expertise, and services to support internal audit. Look to IIA Quality Services’ expert practitioners to provide insightful external quality assessment services; on-time solutions and successful practice suggestions based on extensive field experience; and enhanced credibility with a future focus.

IIA Quality Services can support your internal audit activity, from implementing to maintaining your QAIP with resources, advice, and assessment services. You don’t need to go anywhere else.

**Quality Resources**

In addition to performing external assessments, we provide expert advice related to the continuous review and updating of our universally accepted *Standards* and guidance, as well as step-by-step instructions for implementing a strong foundation for your QAIP such as:

- Guidance updates and downloads.
- Models (activity, committee, and management).
- Presentations (implementation of QAIP).

**Quality Check!**

Browse our library of helpful QAIP tools and resources at [www.theiia.org/Quality](http://www.theiia.org/Quality).
Raise Your Quality IQ

Did you know that per Standard 1300, all internal audit activities — regardless of industry, sector, size, or source — must maintain a QAIP that contains ongoing internal assessments and an external assessment performed at least once every five years? This will help you:

1. Evaluate alignment with the Standards.
2. Indicate improvement opportunities.
3. Establish benchmarks and metrics.
4. Promote successful practices.
5. Communicate effectively and as required to stakeholders.
6. Align with internal audit and audit committee charters.
7. Support the organization’s risk and control assessment.
8. Ensure effective use of resources.
9. Provide ongoing evaluations of the internal audit activity.
10. Validate your effectiveness and the value added to the organization.
11. Provide assurance to internal audit stakeholders.
12. Assist your audit committee in understanding and carrying out their roles and responsibilities.

Next Steps

Let IIA Quality Services be your trusted advisor. Our experts can assist you with your QAIP by providing resources and expertise through a full line of external quality assessment services: quality assessments, validations of self-assessments, and readiness assessments.

The Institute of Internal Auditors

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