IIATT Training Week 2020

“Auditing & Beyond: Ensuring Quality takes Center Stage”

March 23rd – 27th, 2020

Venue: Arthur Lok Jack GSB
Max Richards Drive, Uriah Butler Hwy., NW Mt. Hope

Time: 8:30 a.m. – 4:00 p.m. daily
(Breakfast: 7:30 a.m.)

Courses Include:

- Monday, March 23rd: Effective Working Papers - Karla Lewis
- Tuesday, March 24th: Fraud Detection in the Public Domain - Rennie Lakhan
- Wednesday, March 25th: Role & Function of Audit Committees/Governance - Kenny Jalsa
- Thursday, March 26th - Friday, March 27th: Building a sustainable Quality Program - Miriam Wilson-Edwards

Seminar Costing (12.5% VAT Inclusive in TT$ / US$ Rates):

- 1-Day
  - Member: TT $1,600.00 (US $254.00)
  - Non-Member: TT $1,800.00 (US $284.00)

- 2-Days
  - Member: TT $3,200.00 (US $489.00)
  - Non-Member: TT $3,600.00 (US $547.00)

Special Offer (Deadline Date – Valid until Friday, March 13th, 2020):

- 5 Persons 1 day: TT $1,500.00 (US $240.00) TT $1,700.00 (US $269.00)
- 10 Persons 1 day: TT $1,400.00 (US $225.00) TT $1,600.00 (US $254.00)
- 5 Persons 2 days: TT $3,000.00 (US $460.00) TT $3,400.00 (US $518.00)
- 10 Persons 2 days: TT $2,800.00 (US $430.00) TT $3,200.00 (US $489.00)

For further information, please contact the Office Administrator, Juliana Julien at:
Phone: 625-5558  Fax: 623-4560  Mobile: 769-1671  Email: iiatt@flowtrinidad.net / theiiatt01@gmail.com

Website: https://chapters.theiia.org/Trinidad-and-tobago  Follow us on: Facebook / Linkedin
Course Highlights

Effective Working Papers (8 CPD Hours)

Course Description:
Working papers are critical to the success of every internal audit engagement and the reputation of internal audit functions. This one-day seminar is designed to teach participants the fundamentals of preparing effective working papers, in accordance with the Standards for the Professional Practice of Internal Auditing.

Learning Outcomes
On completion of this session, participants should be able to, inter alia:
- Understand the role of working papers in internal audit engagements
- Identify the IIA standards and guidance relating to working papers
- Identify the characteristics of effective working papers
- Evaluate and use the different types of working papers
- Understand the organization, design, and content of working papers
- Apply improved working paper techniques and critique/review working papers

Fraud Detection in the Public Domain (8 CPD Hours)

Course Description:
This training session is designed to provide participants with the relevant information required for successful detection of (conventional and unconventional) fraudulent strategies being perpetrated against the wider public. Understanding fraud crimes and its evolution with regards to the financial benefits derived and cyber enabled efficiency. Effective information sharing, Data management and other challenges being faced by regulatory professionals. The sessions will include practical strategies for managing risks and the nature of intensified regulatory requirements. The session will also provide a brief look at agency responses to the threat posed by the prevalence of unimpeded financial crimes in the Caribbean and the International environment.

Course Objectives:
1. Analyze recent trends, identify red flags and create informal networking strategies to counter fraud related crimes.
2. Outreach training and awareness on emerging technologies and the reach of fraudsters.
3. Explore the use of FinTech in detecting and reporting financial crimes.

Learning Outcomes:
Upon completion of this workshop/training participants should be able to:-
1) Understand the nature and extent of financial crimes (fraud, etc.)
2) Assess risk and apply mitigating strategies
3) Appreciate the evolution of information technology as an enabler for international financial criminals
Role & Function of Audit Committees/Governance

Course Outline:

1. Brief history and background of the Audit Committee
2. Composition and qualifications of members of the audit committee
3. Institute of Internal Auditors Standard and Advisory on Audit Committees
4. Trinidad and Tobago Company’s Act requirements
5. The Audit Committee and the Board
6. The Audit Committee and the CEO
7. The Audit Committee and Management
8. The Audit Committee and the External Auditors
9. The Audit Committee and Internal Audit
10. The Audit Committee Charter and independence
11. Governance – definition and brief history
12. The Trinidad and Tobago Corporate Governance Code suggestions
13. Components of Corporate Governance
14. Benefits of Corporate Governance
15. The Audit Committee’s role in Corporate Governance

Building a sustainable Quality Program

Course Description:

An internal audit activity demonstrates its commitment to quality by meeting the expectations of its stakeholders while continuing to improve the effectiveness and efficiency of its operations. A successful quality assurance and improvement program (QAIP) is crucial to achieving this goal.

Building an effective QAIP is similar to establishing a total quality management program, where products and services are analysed to verify they meet stakeholder expectations, operations are evaluated to determine their efficiency and effectiveness, and practices are assessed to confirm their conformance to standards. Once the QAIP has been established, sustaining it requires leaders who are responsible for setting the proper tone in support of quality.

This course will help you learn how to build and maintain an effective QAIP, leading to a successful external quality assessment.

Course Outline:

1. The IPPF Standards
2. Internal Audit Governance
3. Internal Audit Management
4. Internal Audit Staffing
5. Internal Audit Process
6. Building a Sustainable Quality Program

Course Objectives:

- Identify the Standards related to building a sustainable quality program.
- Identify the Core Principles and associated Standards related to building a sustainable quality program.
- Identify opportunities to improve the quality and value of internal audit services.
- Demonstrate the ability to build the two key components of an effective QAIP: ongoing and periodic assessments.
- Demonstrate the ability to develop a QAIP that exemplifies quality and continuous improvement.
Karla Lewis has worked in the field of internal auditing within the financial services sector for over 18 years and has been an Internal Audit Manager for more than ten (10) of those years. She currently works at TRINRE as GRC Manager, where she is responsible for initiating and supporting the development of robust governance, risk management compliance programs and systems.

Mr. Rennie Lakhan holds a BSc (Hons) Information Systems & Management (ISM) – University of London and possesses a total of 23 years’ experience in law enforcement, financial intelligence gathering and dissemination in the AML/CFT field.

He presently occupies the position of Senior Analyst at the Ministry of Finance (MoF). Over the past 7 years Mr. Lakhan has been actively engaged in the AML/CFT environment, initially, as a Financial Investigator with the Special Anti-Crime Unit of Trinidad and Tobago (SAUTT) and subsequently as an Analyst & Senior Analyst with the MoF. Mr. Lakhan holds the designation of Certified Countering Financing of Terrorism Professional (CCFTP) as well as Certified Anti-Money Laundering & Financial Crimes Prevention (CAMLFC) professional.

Kenny Jalsa was formerly the Group Internal Auditor for the Neal & Massy Group of companies where his key responsibility was co-coordinating the internal audit function throughout the Neal & Massy Group in Trinidad and the rest of the Caribbean and ensuring that all the major risks within the Group were adequately managed and that good governance was practiced at all times and at all levels of the varied businesses of the organization.

He was also responsible for introducing risk based audits for the Neal & Massy Group and initiating the establishment of other internal audit departments/functions within the major sub groups of the conglomerate. Kenny interacted and worked closely with executives at all levels and industries.

Miriam Wilson-Edwards has over twenty-five (25) years’ work experience of which twenty (20) years relate to financial and operational audits; management and compliance reviews; consultancy engagements and fraud investigations. Her experience includes the successful completion of a Quality Assurance Self-Assessment with Independent Validation from the Institute of Internal Auditors (IIA) Inc., USA for a former employer’s local Insurance and Banking Sectors. Miriam holds a Bachelor of Science Degree (Hons) in Economics (Major)/Finance (Minor) from UWI, St. Augustine. She is a Fellow of the Association of Chartered Certified Accountants (FCCA) United Kingdom (UK), a Certified Internal Auditor (CIA); an Associate Member of the Association of Certified Fraud Examiners (ACFE), holds Certification in Risk Management Assurance (CRMA) and attained a Master’s in Business Administration (MBA) in Leadership, Entrepreneurship and Innovation with Distinction from the Anglia Ruskin University, UK.