



Essential Skills for Internal Auditors

► Upcoming Sessions

09-20 Sep 2024	Dubai - UAE	\$11,900
28 Apr-09 May 2025	Istanbul - Turkey	\$11,900
08-19 Sep 2025	Dubai - UAE	\$11,900

► Training Details

This comprehensive Anderson training course consists of two modules which can be booked as a 10 Day Training event, or as individual, 5 Day training courses.

Module 1 - [Fundamentals of Internal Auditing](#)

Module 2 - [Report Writing and Communication Skills for Auditors](#)

► Training Details

Module 1 - Fundamentals of Internal Auditing

Day One: Internal Audit in the Context of Corporate Governance

- ▶ Corporate Governance; Definition, Concept, Rules, Principles
- ▶ What are the obstacles and barriers to implement effective governance?
- ▶ The Risk, Compliance & Internal Audit Triangle
- ▶ Role of Audit Committee in checking audit notes (internal/external) among Board's important committees' roles and responsibilities
- ▶ Using internal and external audit standards to audit Governance activities
- ▶ Key components, practices and activities to audit processes and relations by which corporations are controlled and governed

Day Two: Fundamentals and Basics of Audit; Evolution of Auditing towards Risk-Based Auditing

- ▶ Definition and objectives of internal audit with understanding of Internal Audit Methodology
- ▶ Auditors Tools, Techniques, roles and responsibilities
- ▶ Report results of the audit via Field Memorandum
- ▶ The transition from system-based to risk-based internal auditing
- ▶ Risk-Based Audit Approach and Risk-Based Audit Methodology
- ▶ How and why audit units move into risk-based audit programs

Day Three: Preparing and Executing a Successful Risk-Based Audit Plan

- ▶ Developing risk-based audit plan
- ▶ Preparation of a clear plan to be approved by Audit Committee
- ▶ Efficiency in the non-recurrence of Audit Notes
- ▶ Identification and classification of audit risk
- ▶ Writing Audit Report; how to impress reader and how to address challenges
- ▶ How to structure effective audit report

Day Four: Relationship Between Internal Audit & Risk Management

- ▶ Fundamental Concepts of Enterprise Risk Management
- ▶ Identifying different types of Risk Taxonomies
- ▶ Risk Control Self-Assessment (RCSA)
- ▶ What is operational risk management framework?
- ▶ Definition and objectives of internal controls; roles and responsibilities
- ▶ Latest trend in Auditing: Auditing the Control Environment

Day Five: The Evolution of Compliance Towards Risk-Based Compliance

- ▶ What is risk-based Compliance?
- ▶ What are the roles and responsibilities of the Compliance Head?
- ▶ International Standards for Anti-Money Laundering / Combatting Terrorism Financing (AML/CTF)
- ▶ Money Laundering Threats and Methods
- ▶ Terrorist Financing Threats and Methods
- ▶ International Case Study: HSBC in USA and Mexico - Case Study on Money Laundering Threats and Methods

Module 2 - Report Writing and Communication Skills for Auditors

Day Six: Audit Reports - Your Shop Window

- ▶ The challenges of audit reporting
- ▶ The main problems with audit reports
- ▶ The need to create impact
- ▶ Analysis of 4 actual reports
- ▶ Evaluation of your own reports - using a proven method
- ▶ The Executive summary

Day Seven: Best Practice Audit Reports

- ▶ The psychology of audit reports
- ▶ Writing reports with impact
- ▶ The need to make reports more positive
- ▶ How to simplify the content
- ▶ Highlighting the issues that really matter
- ▶ Improving the review process

Day Eight: Keeping the Report as Simple as Possible

- ▶ The main report
- ▶ Writing a clear, concise report
- ▶ Forming and expressing the audit opinion
- ▶ Recommendations and action plans
- ▶ Finalising the report
- ▶ The need for follow-up - should this be carried by IA?

Day Nine: Effective Communication - the Key Audit Goal

- ▶ The challenges for auditors
- ▶ The characteristics of effective communication
- ▶ The impact on productivity of clear communication
- ▶ Interpersonal skills for auditors
- ▶ Influencing
- ▶ The power of senior management and stakeholder engagement

Day Ten: Negotiation and Listening

- ▶ The power of Effective negotiation
- ▶ Negotiating during each audit phase
- ▶ The need for win-win solutions
- ▶ Listening - the most important audit skill?
- ▶ Types of listening and the importance for IA
- ▶ Time Management

▶ The Certificate

Anderson Certificate of Completion will be provided to delegates who attend and complete the course

▶ INFO & IN-HOUSE SOLUTION

For more information about this course, call or email us at:

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