

Seminar 23/01/2020

'New Internal Auditors' Tools & Techniques'

8:00 - 8:30 - Registration /coffee
8:30 - 10:30 <i>Understanding the Control Environment</i> <i>Roles and Responsibilities</i>
10:30 - 10:45 - Coffee Break and snacks
10:45 - 13:00 <i>Audit Planning & Opening Conference</i> <i>Audit Risk Assessment, Internal Controls, and Walkthrough</i> <i>Audit Program Development</i>
13:00 - 14:00 - Lunch
14:00 - 15:30 <i>Audit Fieldwork & Testing</i> <i>Audit Findings & Recommendations</i> <i>Audit Reporting & Exit Conference</i>
15:30 -15:45 - Coffee Break
15:45 - 17:30 <i>Quality Assurance & Improvement Program (QAIP)</i> <i>Course summary and conclusion – questions and answers</i>
End

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About This Course

Course Description

Learn the basics of auditing at the new internal auditor level. This course provides an overview of the life cycle of an audit from a new internal auditor's perspective while examining the internal control environment and audit governance.

During this course, you will participate in interactive activities and real-life scenarios. Be prepared to walk away with best practices and key takeaways you can apply to your organization and its internal audit function.

This course is designed for internal auditors with 1-3 years' experience who want to learn the concepts, tools, and techniques to enhance their effectiveness and grow within the profession.

Course Objectives

- Identify the core elements of the International Professional Practices Framework (IPPF).
- Identify the components of the COSO Internal Control Framework.
- Identify the requirements of annual audit planning.
- Identify the components of interviews and how interviewing is used within an audit.
- Describe best practices for conducting and documenting interviews.
- Identify risks and key controls during the risk assessment process.
- The methods for obtaining and presenting audit evidence.
- Identify the best practices for selling audit results to stakeholders.
- Demonstrate the steps necessary to wrap up the audit after the report is issued.
- Recognize the formal quality assurance standards the internal audit function is required to follow.

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Course Topics (additional analysis)

The International Professional Practices Framework (IPPF)

Understanding the Control Environment

- COSO Internal Control Framework
- SOX overview
- Enterprise risk management (ERM)
- COSO ERM Framework
- Commonly used internal control resources
- Definitions of risk and risk management

Roles and Responsibilities

- Roles of internal auditors
- Internal audit customers and stakeholders
- Audit team roles
- Definition of integrated auditing
- Qualifications of audit team members, by level
- Mission statement, vision statement, and audit charter
- Sample internal audit organizational charts, job descriptions, audit charters, etc.

Audit Planning & Opening Conference

Audit Risk Assessment, Internal Controls, and Walkthrough

Audit Program Development

Audit Fieldwork & Testing

Audit Findings & Recommendations

Audit Reporting & Exit Conference

Audit Wrap-Up & Workpaper Review

- Typical wrap-up activities to completion of the audit

Quality Assurance & Improvement Program (QAIP)

- Quality assurance
- QAIP framework
- Applicable guidance and sample QAIPs



CYPRUS INSTITUTE OF INTERNAL AUDITORS



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Instructor

Doron Rozenblum (B.A., M.A., CIA, CRMA) is the Vice President of The Institute of Internal Auditors in Israel. In this role, Doron provides direction for The IIA’s Israel strategic plan, conferences and training. Doron is also responsible for global relations with the IIA and IIA institutes around the Globe. Doron’s service as an active volunteer with The IIA includes roles as committee member, and currently Doron finished his term as 2018-2019 IIA Global Board Director.

Doron is the Managing Partner of Kreston-Ezra Yehuda-Rozenblum, leading the Risk Advisory Services practice of Kreston IL Group. He is a Certified Internal Auditor (CIA) and holds the Certificate in Risk Management Assurance (CRMA). He also has a Bachelor’s degree in Accounting and a Master of Business Administration degree from Manchester University. He has over 25 years of experience in internal audit, enterprise risk assessment, and control design and assessment, and specializes in helping organizations understand and assess risks within their operations, assessing the design of processes and controls, and providing tailored solutions to enhance internal audit effectiveness and value.