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Keeping

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An exclusive publication for Members of The Institute of Internal Auditors Malaysia

Networking Session Kuala Lumpur



At a
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At the 2015 National Conference held in early September, I overheard a group of veteran internal auditors having a discussion on the many new faces among the crowd. The discussion centered on the younger generation wanting to enter the profession. Earwigged from this group of veterans that it was a good sign for the profession as this indicates that in future there will be ample supply of internal auditors when these veterans vacate from the scene.

For a young auditor, a successful strategy for gaining internal auditing knowledge at a fast pace is to attend networking sessions. These sessions provide an ideal platform for the meeting of the minds between veterans and the 'rookie' internal auditors. In this issue of the KIT, we have featured the four networking sessions held thus far, one in Penang, Johore Bahru, Kuala Lumpur and Kuching.

One of the two upcoming important events is the 2015 Audit Committee Chairman Forum which would provide a suitable avenue for your audit committee chairman to network with their contemporaries. The other event is the Fraud and Cyber Security Conference 2015 to be held in early November.

Pleasurable reading.

Dr Suresh Kannan
Chief Editor

VISION

Internal Audit professionals will be recognised as indispensable to effective governance, risk management and control.

MISSION

To provide dynamic leadership for the profession of internal auditing. Activities in support of this mission will include, but will not be limited to:

- Advocating and promoting the value internal audit professionals add to their organisations.
- Providing comprehensive professional educational and development opportunities, standards and other professional practice guidance, and certification programmes.
- Researching, disseminating, and promoting knowledge concerning internal auditing and its appropriate role in control, risk management, and governance to practitioners and stakeholders.
- Educating practitioners and other relevant audiences on best practices in internal auditing.
- Bringing together internal auditors from Malaysia and Asia to share information and experiences.

OBJECTIVES

1. To be the recognised voice for the internal audit profession;
2. To develop and sustain the internal audit profession in Malaysia through appropriate infrastructure, coordination, support and communication; and
3. To provide exceptional service to IIA Malaysia's members.

MOTTO : "PROGRESS THROUGH SHARING"

The Institute maintains its motto "Progress Through Sharing" and share with our members information on new trends, latest internal audit techniques, regulatory and statutory requirements and the emerging issues affecting the profession.

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Certification Fee Structure

We would like to announce that the fee structure for CIA and specialty programmes (CCSA,CFSA,CGAP,CRMA) have been revised as follows :

	CIA	CCSA/CFSA/CRMA/CGAP
Registration fee	RM1,590	RM1,590
Examination fee		USD350
Part 1	USD250	N/A
Part 2	USD200	N/A
Part 3	USD200	N/A



2015 CPE Reporting Forms

Please be informed that you can now submit your 2015 Continuing Professional Education (CPE) and remit the CPE Reporting Fee via CCMS to IIA Global.

Members who fail to report their CPE and pay the CPE reporting fee will not be allowed to use the designatory CIA/CCSA/CFSA/CGAP/CRMA letters and will be placed in inactive status.

A reinstatement fee of USD100 (for each of the certification you hold) will be charged to reinstate your status to active.

CIA Review Seminar

IIA Malaysia will organise **CIA REVIEW SEMINAR** to assist CIA candidates to prepare to pass the CIA examination.

The seminar provides a good opportunity for you to review the key examination topics and discuss examination techniques

Seats are limited and registration is based on first come first served basis.

The seminar will be held in **October/November**.

Part 1	Prof Madya Dr Zakiah Muhammaddun Mohamed 27 & 28 October 2015 (1 ½ days)
Part 2	Monnie Goh 30 & 31 October 2015 (1 ½ days)
Part 3	Amos Law & Lim Hooi Hoon 2 & 3 November 2015 (2 days)

Fees

- RM500 each for parts 1 & 2
- RM600 for part 3

Venue

- To be announced

Registration

- You may register for the CIA Review Seminar by contacting Certification Department at **03 9282 1148 ext. : 115/122** or via email to **certification@iiam.com.my**

Should you require further clarification on certification matters, please email your enquiries to **certification@iiam.com.my**

IIA CIA Talent Programme

IIA Malaysia, in collaboration with Talent Corporation (TalentCorp) has introduced an up-skilling programme that intends to equip graduates with commercially useful skills and experiences that will enhance their employment opportunities known as 'IIA CIA Talent'.

Under the IIA CIA Talent programme, TalentCorp will sponsor 50% of the cost of CIA registration fee and Review Seminar organised by IIA Malaysia. Host companies whose employees have satisfied the requirement of the IIA CIA Talent Programme will be eligible to apply for reimbursement. The reimbursement is made after participants pass each part of the CIA exam.

Please contact Zaimah via e-mail at **zaimah@iiam.com.my** for further information and enrolment in the IIA CIA Talent Programme.

Related Party Transaction Audit – Internal Control, Risk & Disclosure Requirements

The two-day workshop took place at Concorde Hotel Kuala Lumpur on 1-2 July 2015. The session was conducted by Steven Yee and attended by 15 participants. The workshop covered an area that often draws a considerable amount of attention from the regulators, Minority Shareholders' Watchdog Group, media and other stakeholders of an organisation. Steven highlighted on the fact that RPT transaction often caused concerns especially to the Minority Shareholders. When tasked to undertake review on the disclosures made on RPT and embed the necessary controls within a business processes, Corporate Assurance is playing a crucial role.

Steven is a recognised panel trainer and facilitator for a range of technical and soft-skill topics for IIA Malaysia and other professional

bodies. His domain knowledge and expertise revolve primarily in the fields of Internal Audit transformation (People, Methodology and Technology), Board Corporate Governance advisory and Enterprise Risk Management implementation. He has extensive experience in undertaking internal audit advisory engagement, training and ERM implementation across a variety of industries including both the private and public sectors.

IIA Malaysia will organise 2 more similar sessions on 19-20 October and 2-3 December in Kuala Lumpur. Steven will also be conducting another workshop on **Internal Audit Report Writing: Improving Mindset, Clarity, Focus and Brevity for Greater Impacts to Clients** on 16-17 November in Kuala Lumpur.

Beginning Auditor Tools and Technique

The workshop was organised at Renaissance Kuala Lumpur Hotel on 6-9 July 2015. Attended by 33 participants, the session was successfully conducted by Lim Hooi Hoon. The course delivered a strong base of knowledge and understanding of basic audit skills which benefited new auditors, as well as non-auditors with internal control responsibilities. A string of team exercises, discussions and presentations took place in the knowledge sharing process. We received positive feedback from the participants who gained a good foundation that will allow them to prepare and conduct a successful audit.

Lim Hooi Hoon is lecturing Accounting and Financial Strategy at Tunku Abdul Rahman College and is a CIA Trainer at Sunway-TES Sdn Bhd. She left her corporate career in 2008 to rediscover and be

immersed in the world of education. Her last position in the corporate world was that of a Finance Director in an international advertising agency. Prior to that, she was Chief Internal Auditor of a listed manufacturing company for 4 years. Being a professionally-qualified Management Accountant, she has worked in the manufacturing and engineering industry for almost 15 years, and with some early years of exposure in corporate recovery services at Coopers & Lybrand. In total, her corporate career has spanned almost 20 years.

Beginning Auditor Tools and Techniques is one of the most pursued courses and regularly conducted throughout the year. 2 more sessions will commence on 16-19 November in Penang and 7-10 December in Kota Kinabalu.

“Control Self-Assessment” and “Risk Management Assurance” by Phil Leifermann

The 2 courses were first organised in 2014 and due to popular demand we brought it back this year. The sessions were conducted at Renaissance Kuala Lumpur Hotel on 6-7 July and 8-9 July 2015. Control Self-Assessment provided participants with the control self-assessment fundamentals, techniques and processes which can be used by organisation to improve their risk and control management frameworks. On the other hand, Risk Management Assurance provided participants with an understanding of the risk management assessment fundamentals.

Phil Leifermann is the Managing Director of Insight Consulting, which specialises in providing management assurance consulting services in the Asia Pacific region, including corporate governance, risk management, internal audit and IT audit, as well as related products (i.e. MKinsight audit / risk management software and IDEA data analysis software).

Basic IT for Non-IT Auditors

The two-day workshop was conducted by Professor Frank Yam at Renaissance Kuala Lumpur Hotel on 27-28 July and attended by 25 participants. Throughout the sessions, Frank explained some fundamentals about IT environment, its concepts, terminologies, and jargons that allow the non-IT auditors to speak the same IT language when dealing with the IT people. Participants were also provided with some IT audit techniques that they can use during fieldwork. A mix of presentation, group discussion, practical exercises and case studies of real-life experiences took place to help the participants to understand better.

Frank Yam started his professional career in international auditing and information security in 1984. He has held management positions at KPMG, and a number of multi-national corporations, including several leading international financial institutions. He is currently the

Chairman and CEO of Focus Strategic Group Inc, a consulting firm providing Business and Technology advisory services, with special focus on Sarbanes-Oxley Act compliance, internal auditing, IT auditing, risk management and IT system implementations.

Similar course will be conducted in Kuala Lumpur on 2-3 November 2015 and Kuching on 23-24 November 2015. Besides this course, Professor Frank Yam also conducts the following:

- a. Internal Controls for Accountants and Auditors (19-20 October 2015)
- b. IT Internal Audit and Control (21-23 October 2015)
- c. Cloud Computing Audit and Control Workshop (4 November 2015)
- d. Combined Assurance and Integrated Reporting (25 November 2015)



Certified Internal Auditor (CIA) Exam® Practice Questions

This product is aligned with the 3-part exam.

Certified Internal Auditor (CIA) Exam® Practice Questions — provides the underlying concepts of the exam objectives with detailed explanations of each question. This will enable you to understand why

answers are correct and — just as importantly — why answers are incorrect.

The essential tool for taking the CIA exam, *Certified Internal Auditor (CIA) Exam® Practice Questions* gives you a clear understanding of the content to decide if you are ready to take the exam.

The book consists of 3 parts as follows:

- Part 1: Internal Audit Basics - 102 questions
- Part 2: Internal Audit Practice - 100 questions
- Part 3: Internal Audit Knowledge Elements- 100 questions



Certification in Risk Management Assurance® Exam Practice Questions

The *Certification in Risk Management Assurance® (CRMA®) Exam Practice Questions*

is designed to be a helpful tool in preparing for the CRMA exam. Included are practical, scenario-based questions as well as those of a theoretical nature. Suggested solutions provide reference to specific sections of the CRMA Exam Study Guide. Additionally, a

reference appendix offers sources for further study.

Within this comprehensive collection, there are 150 questions covering the four domains in the CRMA exam:

- Domain I: Organisational Governance Related to Risk Management
- Domain II: Principles of Risk Management Processes

- Domain III: Assurance Role of the Internal Auditor
- Domain IV: Consulting Role of the Internal Auditor

After reviewing the questions in each domain, you will have a clear understanding of the exam content. This analysis and reflection will help you determine whether you are ready to sit for the actual CRMA exam.

IIA Malaysia Research Grant – Call for Proposals

IIA Malaysia invites eligible individuals to submit research proposals for the **IIA Malaysia Research Grant**:

- The topic of the proposed research must be relevant to the Malaysian internal audit practices or internal audit education.
- Applicants who are interested, are required to complete the Application Form which can be downloaded from www.iam.com.my

For more details, feel free to contact **Ms Adiha / Ms Vinitha** at:
Tel: (603) 9282 1148 Ext 124/119 Fax: (603) 9282 1241
E-mail: ijdm@po.jaring.my

Members' Networking Session

IIA Malaysia conducted series of networking sessions to address post-GST implementation issues. With the title "Understanding GST Risks" the networking sessions were held in the following locations:

No.	Date	Location
1	11 June 2015	Johor Bahru, Johor
2	20 August 2015	Penang
3	22 September 2015	Kuala Lumpur
4	29 September 2015	Kuching, Sarawak

The sessions were attended by participants from various organisations and levels ranging from directors, risks managers, internal auditors and management team forming a good crowd of mixed background. The speakers for the sessions were:

- **Nickson Choo Wei Sin**, Director, Deloitte Malaysia, Enterprise Risk Services/Governor, IIA Malaysia

- **Chris Yee Chun Lin**, Senior Manager, Crowe Horwath GST division.

The sessions were designed to provide participants knowledge on Goods and Services Tax (GST) and the risks associated with it. During the first half of the session, the information on GST and its framework were shared with the participants to enable them to further understand the concept of GST.

Potential Audit Issues for Each Department



(Source: Slide shown during the session)

The participants were explained on how to understand the GST risks and what should internal auditors look out post GST during the second half of the networking session. This information can be used by participants during their fieldwork.

After the session, members were invited to enjoy the refreshment. They also used the opportunity to network with one another.

Networking session Johor Bahru



Networking session Kuching



Networking session Kuala Lumpur



Networking session Penang



Risk-Based IT Audit Approach

Months ago I wrote an article on the Rising Need to Review Computer Systems. Now, in this article, I will share with you an approach on how to kick-start an IT audit service in your organisation.

As we all know, organisations do not have unlimited resources, especially the financial aspect. Therefore, to utilize these scarce resources effectively, auditors should employ risk-based approach in developing IT audit universe. Once the scope has been determined, an IT audit plan can then be drafted.

There are many risk analysis models out there where one can refer and adopt. There is no definite right or better risk analysis model. Each is basically different in balancing the element of subjectivity, complexity, available time and investment. Most importantly, one should choose a model that he/she is comfortable with and is able to share the approach to IT colleagues.

The diagram below depicts a general risk analysis model.



Phase 1 System Profile

This phase establishes the profile of an IT system. It helps to determine the scope of an IT audit. The deliverable is a set of documents on the make-up of the IT system. Some may prefer to refer these documents as IT system register. The register contains information such as hardware, software, database, interfaces, user groups and system mission.

Phase 2 System Prioritisation

The need to do system prioritisation depends on the number of IT systems that an organisation operates. If you have only one ERP system, then, prioritisation is not required. The most common criteria use to rank IT systems is business impact. The IT system that leads to most severe impact. The IT system that leads to most severe impact will be ranked as highest priority. The structured analysis helps auditors to identify the system and its related components to direct their audit efforts.

Phase 3 Threat and Vulnerability Analysis

In order to appreciate risk from IT perspective, one needs to understand the components of IT risk, i.e threats and vulnerabilities. For a particular risk to materialise, the threat-source must successfully exercise a specific vulnerability. The likelihood of the threat materialise depends very much on the potential vulnerabilities, existing controls and how motivated is the threat-source.

For example, the threat of a server room will catch fire will depend whether there are presence of vulnerabilities, such as lack of fire detection device, lack of automatic fire suppression system, or presence of flammable materials etc. The threat-source here could be disgruntled employees or natural causes.

To detect vulnerabilities in an IT system, auditors can use automatic scanning tools, for example Microsoft Baseline Security Analyser, to identify any potential vulnerabilities. However, there is one caveat though; the auditors should understand that the tools only provide indication of potential vulnerabilities.

Sometimes IT system is configured in certain ways because of operational requirements. Therefore, these tools may provide false positives. Very important, auditors need to consider the system environment and context in their assessment.

Phase 4 Control Analysis

This phase seeks to identify existing controls or planned controls to mitigate or remove the likelihood of threats exercising the potential vulnerabilities. Controls can be technical or non-technical in nature.

Ideally, controls implemented should be of preventive nature, as always, it is cost effective to prevent risks at the outset. The second option in mind should be detective controls.

Phase 5 Likelihood and Impact

Determining the probability that a potential vulnerability will be exercised is indeed very subjective. The most direct source for reference is records of any past incidences. Auditors should discuss with their IT colleagues and agree on likelihood of potential vulnerabilities.

There are different ways in describing likelihood. One way is to present it in numerical (as a result of mathematical computation). Another way is to describe it in classification of high, medium, or low.

In the event that a threat successfully exercised a vulnerability, the auditors may determine its impact in the context of confidentiality, integrity, and availability. The question that auditors should ask is: What would be the impact to organisation should any of these three areas is compromised? Again, impact can be presented in numerical or in description such as high, medium, or low.

Phase 6 Risk Determination

The final deliverable of risk analysis is the risk matrix. Usually, it is depicted as 3 x 3 matrix, multiplying threat likelihood against threat impact, and showing the overall risk ratings. The matrix can be expanded to 4 x 4 and further, it depends on your organisation requirement.

Threat	Impact		
	L	M	H
Likelihood			
L	L	L	M
M	L	M	H
H	L	M	H

The diagram shows a generic presentation of risk ratings. It is not a universal representation. The risk scores usually reflect the agreement between auditors and their IT colleagues. The risk scales (H,M,L) are usually explained in form of risk description to ease the scoring process.

For example, a risk description for High Risk may read "High risk score depicts a situation where there is a strong need for control measures. An existing system may continue to operate, but a corrective action plan must be put in place as soon as possible."

I hope this article will help you to scope and plan an IT audit in your organisation.

This article was written by **George Chan**, the then Director of Government and Regulatory, ISACA Malaysia Chapter. This article was first published in Keeping in Touch April-June 2007 issue.

SETTING THE RIGHT TONE

1 DECEMBER 2015



2015
Audit Committee
Chairman Forum

1 DECEMBER 2015, SHERATON IMPERIAL KUALA LUMPUR

The ever increasing demand for better governance and accountability from stakeholders has made the role of Audit Committee more onerous.

The Chairman of the Audit Committee is expected to play a leadership role in setting expectations and directions to ensure governance, risk and control are in place.

The Chairman of the Audit Committee also sets the tone on the criticality of internal audit as a function vital to good corporate health.

Internal audit has to be recognised as provider of assurance, advice and insight that adds value to the organisation.

BENEFITS OF ATTENDING

Gain first-hand insight from business leaders in the field of corporate governance and audit best practices. Delegates will be able to benefit the following:

- Learn best practices from other practitioners
- Discover ideas and probable solutions to the ever complex business environment
- Keep up to date with the latest developments on the field and adjust ones focus to suit the environment and business needs

WHO SHOULD ATTEND

This forum is specifically for the **Chairman of the Audit Committee**. However, those who will most likely be appointed as Chairman in the near future are encouraged to attend as well.

REGISTRATION FEES

EARLY BIRD* / NATIONAL CONFERENCE DELEGATE

RM954.00

inclusive of GST / person

IIA MEMBER

RM1,060.00

inclusive of GST / person

NON MEMBER

RM1,272.00

inclusive of GST / person

* Closing date for Early Bird: 10 November 2015.

Register today for the event at www.iiaevents.com

STAYING RESILIENT IN THE CYBER AGE

FRAUD & CYBER SECURITY CONFERENCE 2015

3 - 4 NOVEMBER 2015,
SHERATON IMPERIAL KUALA LUMPUR

To keep pace in an ever more competitive world, businesses are adopting new ways of doing business, making them more dependent on the use of technology and exposing them to new fraud and security challenges. There is growing concern at all levels of industry about the challenges posed by technology including cybercrime. A paradigm shift is required if businesses are to stay resilient. There is a call to change the stance from reaction to prediction where practitioners stay a step ahead in their cause of preventing fraud and cybercrime using technology and internal controls.

BENEFITS OF ATTENDING

Gain first-hand insight from experts in the field of how fraud and cybercrime and security are evolving and latest developments in anti-fraud and cyber security.

- Learn best practices from real case studies
- Evaluate the latest anti-fraud and anti-cybercrime tools and services from cutting-edge vendors.
- Discover solutions that address the complexity and sophistication of fraud and cyber security
- Combine technical and human solutions for maximum effectiveness
- Keep up to date with the latest developments in the field and adjust your strategy to suit the environment and business you operate in

WHO SHOULD ATTEND

- Internal Auditors
- Accounts and finance officers
- Anti-fraud Officers
- Chief Risk Officers
- Compliance Officers
- Chief Technology Officers
- IT Security Officers
- Security and loss prevention professionals
- Governance, risk and compliance professionals

REGISTRATION FEES

EARLY BIRD* / GROUP / NATIONAL CONFERENCE DELEGATE

RM1,717.20 inclusive of GST / person

IIA MEMBER

RM1,908.00 inclusive of GST / person

NON MEMBER

RM2,120.00 inclusive of GST / person

* Closing date for Early Bird: 30 September 2015

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Data Analytics for Every Auditor

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Date: 16 November 2015 (Monday)

Time: 9.00-17.00

Venue: Aloft Kuala Lumpur Sentral,
No 5 Jalan Stesen Sentral · Kuala Lumpur, 50470

Fee: RM2,800 per person (inclusive of GST)
10% off for groups of 2 or more from the same organization



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- *The Six Step Process*
- *Sampling Techniques*
- *Module Testing*
- *Data Analysis Tools*
- *Other Tests*

Benefits of Attending

- Your TeamMate Analytics software license is included in your registration!*
- Get trained on how to perform complex data analytics
- Earn up to 7 CPE hours
- A printed workbook that you can take back for future reference
- Claim reimbursement from HRDF

**Terms and conditions apply.*

Contact us to learn more

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TRAINING CALENDAR 2015

EVENTS FOR THE THIRD QUARTER

<i>October</i>	19-20	KL40	Related Party Transaction Audit - Internal Control, Risk & Disclosure Requirements	Kuala Lumpur
	19-20	KL32	Internal Controls for Accountants and Auditors	Kuala Lumpur
	21-23	KL61	IT Internal Audit and Control	Kuala Lumpur
	21-22	KL41	Forensic Investigations: Practical Workshops for Beginners	Kuala Lumpur
	26-27	KL42	Financial Auditing for Internal Auditors	Kuala Lumpur
	28-29	KL43	Management-Audit-Monitoring of Construction 'Projects'	Kuala Lumpur
<i>November</i>	3-4	CF02	2015 Fraud & Cyber Security Conference	Kuala Lumpur
	2-5	KL44	Audit Manager Tools and Techniques	Kuala Lumpur
	2-3	KL62	Basic IT for Non-IT Auditors	Kuala Lumpur
	4	KL63	Cloud Computing Audit and Control Workshop	Kuala Lumpur
	16-19	PN01	Beginning Auditor Tools and Techniques	Penang
	16-17	KL45	Corporate Governance Review	Kuala Lumpur
	16-17	KL74	Internal Audit Report Writing: Improving Mindset, Clarity, Focus and Brevity for Greater Impact to Clients	Kuala Lumpur
	16-17	KL54	Performing an Effective Quality Assessment	Kuala Lumpur
	18-19	KL55	COSO Based Auditing and Reporting	Kuala Lumpur
	19	KL46	Interpersonal Communication Skills	Kuala Lumpur
	23-24	KL47	Financial Auditing for Internal Auditors	Kuala Lumpur
	23-24	KC03	Basic IT for Non-IT Auditors	Kuching
	25	KL61	Combined Assurance and Integrated Reporting	Kuala Lumpur
	<i>December</i>	1	CF05	2015 Audit Committee Chairman Forum
2-3		KL48	Related Party Transaction Audit – Internal Control, Risk & Disclosure Requirements	Kuala Lumpur
7-10		KK01	Beginning Auditor Tools and Techniques	Kota Kinabalu
7-10		KL50	Auditor-In-Charge Tools and Techniques	Kuala Lumpur

* For further information, call us today at +603 9282 1148 or email us at training@iiam.com.my or conference@iiam.com.my. The training calendar is also available at www.iiam.com.my