

Bombay Chartered Accountants' Society

Accounting & Auditing Committee

Chairman: CA Himanshu V Kishnadwala
Convenors: CA. Chirag Doshi , CA. Amit Purohit & CA Rajesh Mody
GRC Subgroup Coordinator : CA. Nandita Parekh

INTERNAL AUDIT 101 *Let's Start At The Very Beginning* *August 30-31, 2018*

Internal Audit 101 is a 2-day, intensive course that aims to provide a strong foundation to Internal Audit professionals. The course contents, covering all the basic concepts of Internal Audit will be presented by Internal Audit practitioners, in an interactive manner, and will be supplemented by case studies and group-exercises to provide practical insights.

The entire course is developed in a “story-telling” style with anecdotes, real life incidents and practical insights to curate a unique and interesting experience for the participants.

Course Contents:

Topics & Contents:
Day 1
Foreword: <ul style="list-style-type: none">• Definition, Basic Concepts, Relevance of Internal Audit• Different Models of Internal Audit• Regulatory Framework and Contemporary Developments• Organizational Positioning of IA
The Story Unfolds: <ul style="list-style-type: none">• Life cycle of an Audit Engagement: from Internal Audit Charter & Scope determination to Presentation to the Management/Audit Committee• Internal Audit Process• Essential Skills and Tools
Learning the Ropes: <ul style="list-style-type: none">• Applying Audit Procedures (Testing, Walk through, Interviewing, Designing Questionnaires, etc.)• Understanding Business Process, Process Mapping, Flow charting• Documentation of Work through work papers and soft copies.
Risk and Controls – The Heart of the Matter <ul style="list-style-type: none">• Understanding Risk• Appreciating Controls• Risk based Audit Plan and Risk based Internal Audit• IFC/ICFR, RCM and the Internal Auditor

Topics & Contents:

- Quiz Time – Spot the Risks, Suggest the Controls.

Day 2**One Chapter at a Time:**

- Deep-dive into a typical Cycle (order to cash/ procure to Pay/Hire to retire)
- Putting into practice all that we have learnt so far
- Understanding IT platform in use – testing controls embedded in the IT system
- Converting facts and analysis to audit observations
- Audit Programme/checklist to Audit Report

The Art of Telling a Good Story:

- Report Writing
- Facts, Figures, Pictures and Graphs
- Analysis and insights
- Creating a compelling presentation
- Relevance of soft skills at every stage

Technology – The Story Changer

- Auditing in an IT environment
- Automating internal processes – automated work papers, dashboards and trackers
- Introducing Analytics at a basic level
- Advanced usage of available tools -

Trailer for the Sequel – The Shape of Things to Come

- IA and Compliance
- IA and Fraud prevention/Detection/Investigation
- IA and ERM
- IA and Analytics

Faculty for the Course:

Distinguished faculty, drawn from the industry and the profession, will unfold the story of Internal Audit. The faculty for this course largely comprises of **all the members of the GRC Subgroup** of the Accounting and Auditing Committee; each one brings forth decades of experience in Internal Audit and varied other areas.

Core Faculty includes	CA Ashutosh Pednekar, CA Atul Shah, CA Deepjee Singhal, CA Himanshu Vasa, CA Jyotin Mehta, CA Nandita Parekh and CA Satish Shenoy.
Date	Thursday, August 30, 2018 & Friday, August 31, 2018
Time	9.00 a.m. to 5.30 p.m. (on both days) (Breakfast 9.00 a.m. – 9.30 a.m.)
Venue	Orchid Hotel, 70/C, Nehru Road I, Adjacent to Domestic Airport, Vile Parle (E), Mumbai 400099

Participation Fees

**Members & CA Students – Rs. 5,000/- + GST
Rs. 900/- = Rs. 5,900/-**

**Non-members - Rs. 6,000/- + GST Rs.
1,080/- = Rs 7080/-**

(Fees include course material if any, breakfast, lunch, 18% GST and Rs. 50/- towards contribution to BCAS Foundation)

Important Note:

Chartered Accountants can become BCAS Members by paying Rs. 1500* per Annum and avail the discounted rate for this and all other BCAS events held during the year.

(*excluding taxes and entrance fees)

Date :	
Enrolment Form	
INTERNAL AUDIT 101 Let's Start at The Very Beginning August 30-31, 2018	
Name :	
Address :	
E-mail :	Mobile :
BCAS Membership. No. (If Applicable) :	
GSTN: Please provide your GST Provisional ID with a copy of certificate at the time of transaction. No amendment will be made in the Invoice or Receipt on a later date.	
Tel. (O) :	Tel. (R/M) :
Food Preference (Tick any one preference): Veg, Jain	
Cash/Draft/ Cheque no :	
Drawn on : _____ Bank	
Dated :	
Amount Rs.	

Date:

Signature of Participant

Note:

Payment Mode can be: Cheque / Demand Draft / Cash or Electronic Card (at BCAS office only).

Please mention your name and membership number (if applicable) on the reverse side of the cheque/ Demand Draft. Kindly note that the cash counter timings are from 10.30 a.m. to 5.30 p.m. on Monday to Saturday. The lunch time is 1.30 p.m. to 2 p.m. Participants are requested to co-operate in this regard.

The Cheque/ DD will be in the name of "**Bombay Chartered Accountants' Society**". Your participation will be confirmed only after the realization of payment at BCAS, for which a receipt will be provided for your reference.

Cancellation Policy: Kindly note that no refund will be given in case of cancellation for any reason and no substitute will be allowed, once the enrolment form is submitted

7, Jolly Bhavan No. 2, Ground Floor, New Marine Lines, Mumbai- 400020. Tel. 61377600.