



The Institute of
Internal Auditors

Malaysia

ESSENTIALS OF INTEGRATED REPORTING <IR> FOR INTERNAL AUDITORS

www.iiam.com.my

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OVERVIEW

Internal Auditors have important roles to play in ensuring a good integrated reporting <IR> journey of companies and organizations. In 2013, The IIA released a publication titled "Integrated Reporting, the emerging role of Internal Auditors". Subsequently, in 2015, the European Institute of Internal Auditors released a publication "Enhancing Integrated Reporting - Internal Audit value propositions". Undoubtedly Internal auditors play an important role by providing internal assurance on the integrated reporting journey. This course aims to provide the essential knowledge for internal auditors to play their roles.

LEARNING OUTCOMES

- Overview on latest development of integrated reporting within the corporate reporting landscape
- Discuss the role of Internal Auditors in companies' / organization's value creation and reporting journey
- Describe the <IR> Framework comprises of fundamental principles, content elements and guiding principles

OUTLINE

Part I: The vision for better corporate reporting

- The corporate reporting landscape and evolution
- Overview of the Value Reporting Foundation (VRF) and Integrated Reporting <IR>
 - The drivers, objectives and structure of the International <IR> framework
 - <IR>, integrated thinking and Integrated Report and the relationship between them
 - <IR> within the wider statutory, regulatory, and voluntary reporting landscape
 - <IR> within sustainability and ESG reporting.
- The benefits of <IR>
 - Benefits of <IR>
 - Challenges of <IR>
 - Alignment between the organisation, providers of capital and other stakeholders

Part II: The role of Internal Auditors in the Value Creation Journey

- Value creation
- The capitals
- The value creation process
- Integrated Thinking Principles
- Integrity and Assurance
 - The role of those charged with governance
 - Types of Assurance
 - Assurance providers



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OUTLINE

Part III: Preparing the integrated report – communicating value creation

- The Guiding Principles
- The Content Elements
- Presenting an Integrated Report
- Implementing an information management system for <IR>
 - Effective change management – 8 steps to transforming your organisation
 - Case studies: Identifying the key reasons for change and how management can set up the tone from the top to implement such change
 - Barriers to successful implementation of <IR>
 - Overcoming the barriers
 - Conditions for a successful implementation of <IR>
 - Balancing the disclosure of information
- Planning the annual preparation process
- Credibility, trust, and assurance
 - Case studies: Identifying the fundamental concepts, guiding principles and content elements in a sample Integrated Report

ADMINISTRATIVE DETAILS

TARGET AUDIENCE	LEVEL I-II
MEMBER'S FEE	RM1,250.00
NON-MEMBER'S FEE	RM1,750.00 <i>All Fees will be subject to 6% SST</i>
EARLY BIRD FEE	10% discount for registration received one (1) month prior to respective workshop dates
DATE	31 May 2022
TIME	9:00 am – 5:00 pm <i>(Registration on Day 1 at 8:30am)</i>
DELIVERY MODE	Physical Class
LOCATION	Kuala Lumpur
PROGRAMME CODE	KL46
TRAINER	Dr Nurmazilah Dato' Mahzan
CPD POINTS	8

Disclaimer

This course has been planned as a classroom training session. In the event that the training session is converted to virtual format, a rebate of RM300 will be given for each participant. T&C apply.



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ABOUT THE TRAINER

DR NURMAZILAH DATO' MAHZAN

Dr Nurmazilah Dato' Mahzan was recently appointed as the independent non-executive director of BIMB Securities. She was formerly the Chief Executive Officer of the Malaysian Institute of Accountants (MIA). In MIA she led and implemented the transformation of management system, technology adoption, governance enhancement and branding. Spearhead strategic, operational and financial plan to ensure effectiveness and efficiency. She has engaged with stakeholders of different sectors locally and globally including ministries, government agencies, companies, media, universities, business leaders and individuals. She also delivered keynote addresses and speeches locally and globally.

Dr. Nurmazilah played active roles at International Federation of Accountants, International Integrated Reporting Framework Board and ASEAN Federation of Accountants. In addition she led the implementation of a few projects including Digital Technology Blueprint, Integrated Reporting, Future Relevance of Accounting Profession (FRAP) and Environmental, Social and Governance (ESG) awareness programs. She also oversee auditing and accounting regulatory function including financial statement review, audit quality and professional ethics. Her recent work revolves around Integrated Reporting, ESG and the future of Corporate Reporting. She participated in ESG topics discussion at global and local level which exposed her to various ESG policies. Frameworks and Practices.

Prior to leading the MIA, she was Director of the University Malaya Graduate School of Business. Her corporate experience covers various industries including property development and construction, banking, unit trusts, trading, and manufacturing. Dr Nurmazilah was a MIA Council member, a member of the Malaysian Accounting Standards Board, member of Board of Governors for the Institute of Internal Auditors, Council member of the Malaysian Institute of Certified Public Accountants, and Honorary Treasurer with Persatuan Ekonomi Malaysia. She also served in various committees of MIA and MICPA and is Chairman of the MIA <IR> Implementation Steering Committee since 2016. Dr Nurmazilah is a member of MIA, MICPA, an ASEAN CPA and a CGMA fellow. She is a Certified Internal Auditor and holds the Certified Risk Management and Assurance qualification. She holds a PhD in accounting from the University of Birmingham, United Kingdom, and has conducted various research projects in the areas of auditing, financial reporting, and corporate governance throughout her academic career.

ENQUIRY & REGISTRATION

1-17-07, Menara Bangkok Bank, Berjaya Central Park, 105 Jalan Ampang, 50450, Kuala Lumpur, Malaysia
 Tel: +603 2181 8008 ext 210/213/212 Fax: +603 2181 1717 Email: training@iam.com.my Website: www.iam.com.my

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 Malaysia

COURSE DETAIL

Course Title	Course Code
Course Date(s)	Promo Code

DELEGATE 1

*Full Name (as per IC) _____

*Designation _____

*Mobile No. _____ *Email Address _____

Member Non-Member "Membership No. (only applicable for members)" _____

Dietery Preferences Vegetarian Non-Vegetarian

DELEGATE 2

*Full Name (as per IC) _____

*Designation _____

*Mobile No. _____ *Email Address _____

Member Non-Member "Membership No. (only applicable for members)" _____

Dietery Preferences Vegetarian Non-Vegetarian

DELEGATE 3

*Full Name (as per IC) _____

*Designation _____

*Mobile No. _____ *Email Address _____

Member Non-Member "Membership No. (only applicable for members)" _____

Dietery Preferences Vegetarian Non-Vegetarian

CORPORATE DETAILS (only applicable for corporations)

Corporate Member Corporate Membership No: _____

Corporate Non-Member

CONTACT DETAILS

Organisation Name _____

Mailing Address _____

Contact Person	Designation
Telephone	Email Address
Fax	Email Address

BILLING DETAILS

please tick if billing details are the same as contact details.

Contact Person	Designation
Billing Address	
Telephone	Fax
Email Address	

Are you claiming under HRDF SBL Khas? (insert tick box) Yes No If Yes, please fill in the form of Appendix A

For non-member, would you like to be contacted to know more about IIA Membership programme? Yes No

ENQUIRY & REGISTRATION

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PAYMENT DETAILS

Payment Details	Member Rate (per person) for KL-code related courses	Non-Member (per person)	6% SST	Total with SST
Fee (per pax) RM				
No. of pax				
Subtotal				

All registrations **MUST** be accompanied with full payment. Upon receipt of your registration, you are deemed to have read and understood the registration procedures and accepted the terms and conditions contained therein. (Please tick (✓) the chosen method)

Enclosed is a cheque/bank draft no. _____ for the sum of RM _____ payable to
THE INSTITUTE OF INTERNAL AUDITORS MALAYSIA

LOCAL PAYMENTS BY CHEQUE / INTERBANK GIRO

All payments should be crossed and made payable to **THE INSTITUTE OF INTERNAL AUDITORS MALAYSIA**

Bank Details: United Overseas Bank (M) Bhd. USJ Taipan Branch, No.7, Jalan USJ 10-1, USJ Taipan Triangle, 47620 UEP Subang Jaya, Selangor

Account No.: 165-301-514-9 Bank Swift Code: UOVBMKYL

OVERSEAS PAYMENTS BY WIRE TRANSFER (USD only)

Beneficiary: **THE INSTITUTE OF INTERNAL AUDITORS MALAYSIA**

Address: 1-17-07, Menara Bangkok Bank, Berjaya Central Park, 105 Jalan Ampang, 50450 Kuala Lumpur, Malaysia

Beneficiary's Bank: STANDARD CHARTERED BANK MALAYSIA BERHAD

Beneficiary's Bank Address: Level 18, Menara Standard Chartered, No.30 Jalan Sultan Ismail, 50250 Kuala Lumpur

Account No.: 312-170-024-235 Bank Swift Code: SCBLM-YK-XXXX

All wire transfer payments should include USD\$30.00 (overseas) and RM25.00 (local) for wire transfer processing fee. For GIRO, please include RM1.00 as bank charges. (Please fax the bank-in slip to +603 2181 1717 or email to training@iiam.com.my)

CREDIT CARD

I hereby authorise **THE INSTITUTE OF INTERNAL AUDITORS MALAYSIA** to charge to my credit card. to the value of

RM _____ Card Type: VISA MASTER

Card Number:

Expiry Date: _____ Cardholder's Name _____

I understand that any amount drawn from my credit card will first be cleared with the credit card authorisation facility.

Signature (As per credit card) _____ Date _____

TERMS & CONDITIONS

FEE

- Fee is payable to "THE INSTITUTE OF INTERNAL AUDITORS MALAYSIA". Please state your name, payment advice number, phone number and Workshop Code number at the back of the cheque/bank-in slip. Admittance will only be permitted upon receipt of full payment
- The fee covers the hard copy course material, lunches, refreshment and Certificate of Attendance.
- Full payment is to be made before the date of the course. Fee is subject to 6% SST.
- Walk-in delegates will only be allowed if full payment is made, subject to the availability of the seat.
- This course has been planned as a classroom training session. In the event that the training session is converted to virtual format, a rebate of RM300 will be given for each participant. T&C apply.

CANCELLATION

- Upon registering, participant(s) are considered successfully enrolled in the course. Should participant(s) decide to cancel/transfer their registration, a cancellation/transfer policy shall be applied as follows.
 - a) Written cancellations should be received by 14 working days before the workshop date to get the refund.
 - b) Written cancellations should be received by 7 working days before the workshop date to get a partial refund after deduction of 50% administrative charge. Unpaid registrations will also be liable for 50% administrative charge.
 - c) Written cancellations/no-show on the day of the workshop.
 - No refund will be entertained.
 - Unpaid registrations will also be liable to full payment of the registrations fee.
 - Partial cancellation is not allowed.
 - d) You can substitute an alternate delegate(s) if you wish to avoid cancellation charges. Any differences in fees will be charged accordingly.

RESERVATION

- The Institute reserves the right to make changes to the venue, date, topic, speaker including cancellation if warranted by circumstances beyond its control.
- The Institute is not responsible for the action, advice or representations of the trainer / speaker.
- Registration will be on first-come, first-serve basis.
- Upon signing this form, you have deemed to have read and understand the registration term and condition and therefore have accepted the terms contained herein.
- Certificates of Attendance will be issued an "E-certificate" via email. For this purpose, it is COMPULSORY to fill in the email address clearly. Certificate will only be given to participant who attended the session in full.

DATA PROTECTION

Personal Data is gathered in accordance with the Personal Data Protection Act 2010 (Act 709). The Institute of Internal Auditors Malaysia (IIA Malaysia) hereby inform you that your personal data will be processed, retained and used by IIA Malaysia in relation to this Workshop. Your personal data may also be retained and used by IIA Malaysia to market and promote other training programmes conducted by IIA Malaysia.

DISCLAIMER

The Institute of Internal Auditors Malaysia (IIA Malaysia) reserves the right to change the speaker(s), date(s) or to cancel the Workshop should circumstances beyond its control arise. IIA Malaysia also reserves the right to make alternative arrangements without prior notice should it be necessary to do so. Upon signing the registration form, you are deemed to have read and accepted the terms and conditions.

ENQUIRY & REGISTRATION

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APPENDIX A – HRDF SBL KHAS CLAIM

DELEGATE 1

Full Name (as per IC) _____

NRIC _____

Citizenship _____

Gender _____

Race _____

DELEGATE 2

Full Name (as per IC) _____

NRIC _____

Citizenship _____

Gender _____

Race _____

DELEGATE 3

Full Name (as per IC) _____

NRIC _____

Citizenship _____

Gender _____

Race _____

*** Invoice will only be produced upon approval of grant. Should the amount approved be lesser than the total cost fee, the balance will be invoice to the corporation/individual.*