

VIRTUAL TRAINING

WEB8 – Analysing and Assessing Effectiveness of Business Continuity Management

9 March 2021

OVERVIEW

The Covid-19 pandemic is causing mega-scale disruptions to businesses and societies, most of which are working to regroup, re-strategise, and execute. Adding to the disruptions is another uncontrolled variable – the time taken until business recovers. Many will contend that businesses will not be usual anymore due to structural changes inflicted by the coronavirus, and the next denominator that people will reach for is the issue of “sustainability”. For many organisations, business growth strategies have to be redesigned to be one about business sustainability. But internal auditors are encouraged to keep growing by examining and adding value to business continuity management practices in organisations and be at the forefronts of business recoveries and preparing organisations adequately to face future turbulences.

LEARNING OUTCOMES

By the end of this workshop, participants are expected to be able to:

- Understand objectives of business continuity management from an audit perspective;
- Discover the business risks and impact arising from disasters;
- Understand methodologies of business continuity management;
- Formulate action plan from conclusions

TOPICS

Session 1 (2 Hours)

1. Global and national examples of disaster impact on business – a never ending issue.
2. Addressing the organisational going concern assertion – why sustainability rather than growth is key to survival.
3. Addressing impact of disruptions on organisational revenue, expenses, assets, and liabilities.
4. Case studies of various disruptive events and probable/ possible impact.

TARGET AUDIENCE

Level II-III

FEES

Member's Fee
RM450.00

Non-Member's Fee
RM550.00

- All Fees will be subject to 6% SST

EARLY BIRD FEE

10% discount for registration with full payment received one (1) month prior to respective workshop dates

TIME

8:30 am – 1:00 pm

DELIVERY MODE

Virtual Platform

TRAINER

*Dr. Eddy Yap
Phd, FCCA, CIA*

CPD POINTS

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Session 2 (2 Hours)

1. Identifying critical business processes that requires mitigation and recovery.
2. Determining process integrity in the event of business disruptions.
3. Analysing robustness of supply chain.
4. Assessing data integrity and accessibility.

METHODOLOGY

1. Lectures on key concepts, frameworks and methodologies;
2. Presentation and discussion of case studies;
3. Group discussions and brainstorming on organisational scenario;
4. Summarisation of key issues.

ABOUT THE TRAINER

DR EDDY YAP
PhD, FCCA, CIA

Dr Eddy Yap is the Founder and Managing Consultant of Conductiviti Business Advisory Sdn Bhd. His core competencies are in qualitatively and quantitatively diagnosing issues, formulating solutions, and implementing changes. He has over 22 years of corporate, advisory, academic and entrepreneurial experience, and has worked with various organisations including government corporations, public conglomerates, private companies, public sector organisations and academic institutions, across diverse industries.

He is also a visiting lecturer and facilitator to several universities at the undergraduate and postgraduate levels, as well as professional bodies, delivering courses in strategic management, finance, accounting, auditing, and economics. He has published in international peer reviewed journals and presented in corporate and academic conferences, as well as delivered talks on the global and national economy.

He is a Certified Internal Auditor, Technical and Research Committee Member of IIAM, Chartered Accountant of MIA, an ASEAN CPA, Fellow of ACCA, Fellow of the Malaysian Institute of Management, and a HRDF-certified trainer. He holds a Bachelor's in Economics from the University of London, MBA from Heriot-Watt University, and PhD in Finance from Universiti Kuala Lumpur.

ENQUIRY & REGISTRATION

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

Course Title _____

Course Code _____

Course Date(s) _____

DELEGATE 1

*Full Name (as per IC) _____

*Designation _____

*Mobile No. _____

*Email Address _____

☐ Member☐ Non-Member_____
"Membership No. (only applicable for members)"**DELEGATE 2**

*Full Name (as per IC) _____

*Designation _____

*Mobile No. _____

*Email Address _____

☐ Member☐ Non-Member_____
"Membership No. (only applicable for members)"**DELEGATE 3**

*Full Name (as per IC) _____

*Designation _____

*Mobile No. _____

*Email Address _____

☐ Member☐ Non-Member_____
"Membership No. (only applicable for members)"**CORPORATE DETAILS** (only applicable for corporations)☐ Corporate Member

Corporate Membership No: _____

☐ Corporate Non-Member**CONTACT DETAILS**

Organisation Name _____

Mailing Address _____

Contact Person _____

Designation _____

Telephone _____

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 _____

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PAYMENT DETAILS

Payment Details	Member Rate (per person) for WEB-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 **(3)** the chosen method)

☐ 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: UOVBMYKL

☐ 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 _____ CardType: ☐ VISA ☐ MASTER

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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 Virtual Training 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 soft copy course material* and Certificate of Attendance.
- Full payment is to be made before the date of the course. Fee is subject to 6% SST.
- Last minute registration and admittance will only be allowed if full payment is made, subject to the availability of the seat.

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.
 - Written cancellations should be received by 14 working days before the Virtual Training date to get the refund.
 - Written cancellations should be received by 7 working days before the Virtual Training date to get a partial refund after deduction of 50% administrative charge. Unpaid registrations will also be liable for 50% administrative charge.
 - Written cancellations / no-show on the day of the Virtual Training.
 - No refund will be entertained.
 - Unpaid registrations will also be liable to full payment of the registrations fee.
 - Partial cancellation is not allowed.
- 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 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 Virtual Training. 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 Virtual Training 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.

*Subject to approval of the proprietor