



A Regional Forum hosted by:

The Institute of  
**Internal Auditors**

Malaysia

# ACIIA CAE Forum 2023

CAEs Pivot to Meet Challenges

**17th May 2023** (Wednesday)  
Kuala Lumpur, Malaysia



#### Who Should Attend:

- Chief Audit Executive/Chief Internal Audit
- Board members
- Head of Internal Audit

#### STANDARD FEES

All fees will be subject to 6% SST.

IIA Member Fee:

**RM1,500.00**

Non-Member Fee:

**RM1,700.00**

International Delegate Fee:

**USD350**

**ATTEND OUR ACIIA CAE FORUM AND JOIN  
THE CAE ROUNDTABLE FOR FREE ON THE  
16TH MAY 2023!**

(REGISTER BY 14TH APRIL 2023 TO SECURE YOUR  
SEAT FOR CAE ROUNDTABLE. LIMITED SEATS  
AVAILABLE!)

#### TIME

8.30 am

9.00 am

9.15 am

10.15 am

10.45 am

11.45 am

1.00 pm

2.00 pm

3.30 pm

4.00 pm

5.00 pm

#### DETAILS OF PROGRAMME

Registration & Welcoming participants

**Opening / Welcome Remarks** by ACIIA Chairman

**Session 1** | Governance in AI

Coffee Break

**Session 2** | Auditing ESG Measures

**Session 3** | Risk & Vulnerabilities Using a 3rd Party Vendor

Panellist:

**Mr Lee Min On**

Lunch Break

**Session 4** | Audit Committee: How to be Effective?

Panellist:

**Stephen Coates** President, ACIIA

Coffee break

**Session 5** | Under the Pump Topic  
(HR/Culture-Stepping into a bigger role)

End of Conference

**REGISTER NOW!**

Yes, I am attending the CAE Roundtable Session on the 16th May 2023.

CONFERENCE DETAILS

Conference Title 2023/OC01 ACIIA CAE Forum 2023
Conference Code 2023/OC01 Course Date(s) 17 May 2023

DELEGATE 1

Full Name (as per IC)
Designation
NRIC Gender Male Female Race
Mobile No. Email Address
Member Non-Member Membership No. (only applicable for members)
Dietary Preferences Vegetarian Non-Vegetarian

DELEGATE 2

Full Name (as per IC)
Designation
NRIC Gender Male Female Race
Mobile No. Email Address
Member Non-Member Membership No. (only applicable for members)
Dietary Preferences Vegetarian Non-Vegetarian

If you are sending more than 2 delegates, kindly send the delegates details in an Excel File format.

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

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

ENQUIRY & REGISTRATION

1-17-07, Menara Bangkok Bank, Berjaya Central Park, 105 Jalan Ampang, 50450, Kuala Lumpur, Malaysia
Tel: +603 2181 8008 ext 210/211/212/213 Fax: +603 2181 1717 Email: conference@iam.com.my Website: www.iam.com.my
Follow and like us on Facebook LinkedIn Instagram Twitter



## PAYMENT DETAILS

Payment Details	Member Rate (per person) for Conference	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 \_\_\_\_\_

Enclosed is a letter of undertaking for payment of RM/USD \_\_\_\_\_ for the above registration.

## TERMS & CONDITIONS

### FEE

- Fee is payable to **"THE INSTITUTE OF INTERNAL AUDITORS MALAYSIA"**. Please state your name, payment advice number, phone number and **"ACIA CAE FORUM 2023"** at the back of the cheque/bank-in slip. Admittance will only be permitted upon receipt of full payment.
- All fees will be subject to 6% SST.

### HUMAN RESOURCE DEVELOPMENT CORPORATION (HRDC) SBL KHAS CLAIM(S) [APPLICABLE TO HRDC SBL KHAS CLAIMABLE CONFERENCE ONLY]

- Claimants are fully responsible:
  - To provide IIA Malaysia with the HRDC grant approval notification (letter or email) minimum 7 working days before the commencement of the conference.
  - To provide IIA Malaysia with Letter of Undertaking (LOU) for full settlement of the conference fees if grant approval notification is received from HRDC prior to the commencement of the conference.
  - To adhere to all terms and conditions set by HRDC (i.e., full attendance of the conference).
  - For timely completion and submission of all required HRDC documents as per their requirement.
  - To follow up and respond to any queries from HRDC and attain the approval of grant claim(s) within 60 days from the completion of the conference. If no grant claim approval is attained within 60 days, claimants are responsible to arrange for an immediate full settlement of the conference fee(s). Should a late approval is attained post the full settlement, IIA Malaysia will arrange for the reimbursement accordingly based on the approved grant claim.

### CANCELLATION

- Upon registering, participant(s) are considered successfully enrolled in the conference. 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 workshop date to get the refund.
  - 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.
  - 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.
  - 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 reserves the right to utilize any recordings or photographs taken during the delivery of the conference for marketing and advertising purposes.
- The Institute is not responsible for the action, advise or representations of the trainer / speaker.
- Registration will be on first-come, first-serve basis.
- 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.
- 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.

### 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 workshop(s) 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. IIA Malaysia is not responsible for any incidental cost of participants (i.e. return flights, accommodation and etc) due to changes or cancellation of conference. Upon signing the registration form, you are deemed to have read and accepted the terms and conditions.

\* Subject to approval of the proprietor.

## ENQUIRY & REGISTRATION

1-17-07, Menara Bangkok Bank, Berjaya Central Park, 105 Jalan Ampang, 50450, Kuala Lumpur, Malaysia  
Tel: +603 2181 8008 ext 210/211/212/213 Fax: +603 2181 1717 Email: conference@iiam.com.my Website: www.iiam.com.my

Follow and like us on  IIA Malaysia  IIA Malaysia  IIA Malaysia  IIA Malaysia

