



The Institute of
Internal Auditors
Malaysia

IIAM
GLOBAL
SERIES

2024

NAVIGATING THE GLOBAL INTERNAL AUDIT STANDARDS

(DEVELOPED BY GLOBAL IIA)

PROGRAM OVERVIEW

Are you new to internal audit? Or a first-time user of The IIA's International Professional Practices Framework (IPPF)? This course is a comprehensive training that offers participants a unique opportunity to develop a foundational and fundamental understanding of the internal audit profession, the internal audit process, and how the IIA's International Professional Practices Framework (IPPF), including the effective 2025 Global Internal Audit Standards serves as the guiding compass for the internal audit activity.

Whether you are pursuing an understanding of the internal audit nomenclature as a new practitioner; an in depth exploration of the domains, principles, and standards because you are an external auditor transitioning to internal auditing; or even on the staff of a new internal audit department that needs to prepare for building a quality assurance improvement program, this course delivers an enhanced level of knowledge of the professional practice of internal auditing.

This highly interactive, hands-on, comprehensive course begins with an introduction to The Institute of Internal Auditors (The IIA); the widely recognized guidance found in the IPPF, including the Global Internal Audit Standards; and compares and contrasts internal audit to external audit, while also helping you to understand the purpose,

authority, and responsibility of the internal audit activity and the concept of governance. This course also provides high-level guidance on how to communicate findings, conclusions, reports, and overall opinions; disseminate results; and establish action plans and monitoring programs.

Who will benefit from this course?

Participants will develop a deep understanding of the IPPF and Global Internal Audit Standards to develop a comprehensive foundation to work within the world of internal audit. This course is designed for those new to internal audit - with less than two years of internal audit experience - who are looking for a fundamental understanding of the internal audit profession. This course will also benefit experienced external auditors and/or regulators who are transitioning to an internal audit role.





COURSE OBJECTIVES

- Establish a clear understanding of the role of internal audit, vs external audit.
- Identify the components of the International Professional Practices Framework (IPPF).
- Explore the five domains- and the associated principles and standards- of the Global Internal Audit Standards.
- Describe the importance of professionalism, individual objectivity, and following a code of ethics for internal auditors, as described in Domain II.
- Emphasize the importance of governance as outlined in the Standards, specifically Domain III.
- Understand the factors associated with managing the internal audit function as described in Domain VI.
- Explore how to perform internal audit services, as described in Domain 5.
- Understand the QAIP process and the overarching consideration of quality assurance throughout internal audit processes.

COURSE TOPICS

Purpose of Internal Auditing

- Internal vs external auditing.
- The professional practice of internal auditing.
- The Institute of Internal Auditors (The IIA) and the International Professional Practices Framework (IPPF).
- The purpose, authority, and responsibility of internal audit.

Ethics and Professionalism

- The importance of a code of ethics for internal auditors.
- Legal and professional behavior.
- The importance of individual objectivity.
- Safeguards to ensure to individual objectivity.
- Assessment and maintenance of individual internal auditor objectivity.
- Policies that promote objectivity.
- Distinctions between proficiency and due professional care.
- Knowledge, skills, and competencies required to fulfill the responsibilities of the internal audit activity.
- Achieving competency through continuing professional development.

Governing the Internal Audit Function

- Concepts of organizational governance.
- The role of the board.
- The importance of organizational independence.
- Elements that affect organizational independence.
- Safeguards to ensure organizational independence.
- Quality assurance program and external assessment.

Managing the Internal Audit Function

- The internal audit charter.

- Fundamental concepts of risk and the risk management process.
- The internal audit activity's role in the organization's risk management process.
- Internal audit annual plan and resource planning.
- Communication skills, strategies, and requirements.
- Performance measurement.
- Internal quality assessment.

Performing Internal Audit Services: Planning

- Purpose of the engagement work program and key components.
- Establishing and communicating the objectives, evaluation criteria, and scope of the engagement.
- Performing a risk assessment during engagement planning.
- Resource planning for an engagement.

Performing Internal Audit Services: Fieldwork

- Sources of evidence.
- Application analytical review techniques.
- Documentation and workpaper requirements.

Performing Internal Audit Services: Communicating

- Summarizing and developing engagement findings.
- Providing recommendations to enhance and protect organizational value.
- Preparation of workpapers and supporting documentation.
- Engagement communication and reporting process.

Performing Internal Audit Services: Monitoring

- Assessing engagement outcomes, including the management action plan.
- Managing monitoring.





The Institute of
Internal Auditors
Malaysia

ABOUT THE TRAINER

LIM HOOI HOON

CIA, CIMA, MSc Strategic Planning

Lim Hooi Hoon is lecturing finance and performance management subjects at Tunku Abdul Rahman University College and is a CIA Trainer with IIAM. 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 several years. Being a professionally qualified Management Accountant, she has worked in the manufacturing and engineering industry for almost 20 years, with some early years of exposure in corporate recovery services at Coopers & Lybrand.

She is a Certified Internal Auditor since 2003 and an Associate member of CIMA since 1994. She obtained her MSc in Strategic Planning from Heriot-Watt University in 2011.



ADMINISTRATIVE DETAILS

TARGET AUDIENCE	LEVEL I
MEMBER'S FEE	RM2,916.00 <i>Fee is inclusive of 8% SST</i>
NON-MEMBER'S FEE	RM3,348.00 <i>Fee is inclusive of 8% SST</i>
EARLY BIRD FEE	10% discount for registration received one (1) month prior to respective workshop dates
DATE	1 & 2 July 2024
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	2024/KL68
TRAINER	Lim Hooi Hoon
CPD POINTS	16

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.

Are you claiming under HRDC SBL Khas?

Yes No

COURSE DETAILS

Course Title 2024 Navigating the Global Internal Audit Standards

Course Code 2024/KL68 Course Date(s) 1 & 2 July 2024

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 _____ Company Registration No. _____

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: training@iiam.com.my Website: www.iiam.com.my

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



PAYMENT DETAILS

Payment Details	Member Rate (per person) for KL-code related courses	Non-Member (per person)	8% 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 a copy of course material*, lunches, refreshment, and Certificate of Attendance.
- Full payment is to be made before the date of the course. Fee is inclusive of 8% 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.

HUMAN RESOURCE DEVELOPMENT CORPORATION (HRDC) SBL KHAS CLAIM(S) [APPLICABLE TO HRDC SBL KHAS CLAIMABLE COURSE(S) 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 course(s).
 - To provide IIA Malaysia with Letter of Undertaking (LOU) for full settlement of the course fees if grant approval notification is received from HRDC prior to the commencement of the course(s).
 - To adhere to all terms and conditions set by HRDC (i.e., full attendance of the courses).
 - 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 course(s). If no grant claim approval is attained within 60 days, claimants are responsible to arrange for an immediate full settlement of the course fees(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.
 - The HRDC Grant Approval Amount falls within the purview of HRDC. IIA Malaysia is obligated to adhere to the HRDC procedure and permissible cost matrix. In the event that the approved amount is less than the total training cost, the participant or attending corporate entity is required to cover the remaining balance.

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 reserves the right to utilize any recordings or photographs taken during the delivery of the course(s) for marketing and advertising purposes.
- The Institute is not responsible for the action, advice 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 course(s). Upon submitting 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: training@iiam.com.my Website: www.iiam.com.my

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

