



The Institute of
Internal Auditors
Malaysia

THE INSTITUTE OF INTERNAL AUDITORS MALAYSIA

USER MANUAL: CORPORATE MEMBER PORTAL

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Member Portal: Corporate

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Overview

The IIAM Member Portal is designed for corporate members to manage memberships, register for events, track CPD points, and handle payments. This guide covers all features in detailed steps.

Contacting IIA Malaysia

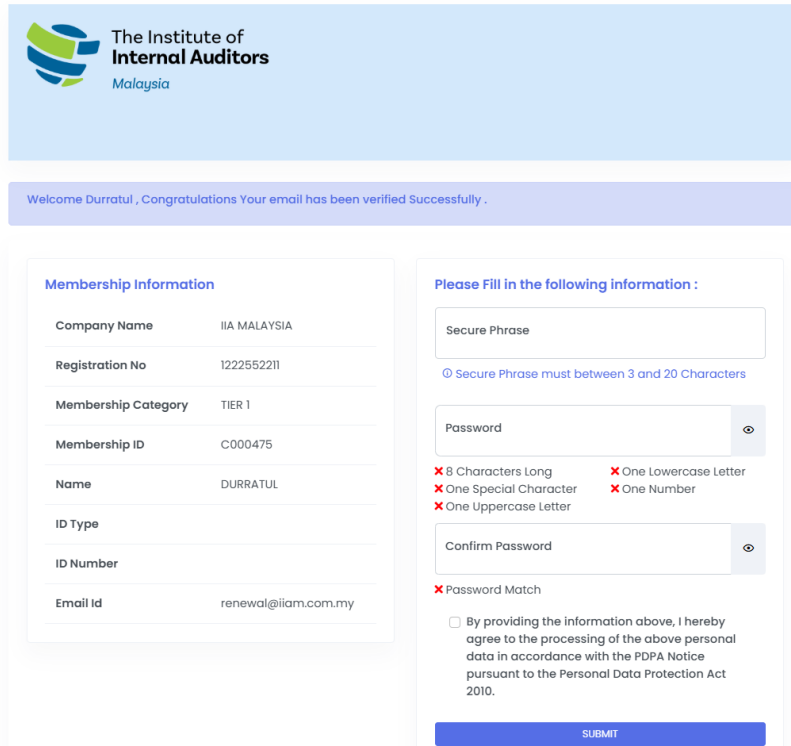
Inquiry	Contact
General Matters	general@iiam.com.my
New Applications and Other Enquiries Related to Membership	membership@iiam.com.my
MMS Support (Member Portal)	MMS-Support@iiam.com.my
Renewal Matters	renewal@iiam.com.my
Certification And CPE Reporting	certification@iiam.com.my
Training-Related Matters	training@iiam.com.my
Conference	conference@iiam.com.my
Technical Guidance, Publication and Study Material	technical@iiam.com.my

Useful Links

Description	URL
IIA Malaysia Website	https://iiam.com.my/
IIA Malaysia Member Portal	https://member.iiam.com.my/
IIA Global Website	https://www.theiia.org/
Certification Candidate Management System (CCMS)	https://ccms.theiia.org/
IIA Global Internal Auditor Publication	https://internalauditor.theiia.org/
PDPA Disclaimer	https://iiam.com.my/wp-content/uploads/2024/10/PDPA-Disclaimer-003.pdf
Return and Policy Guideline	https://iiam.com.my/wp-content/uploads/2024/10/Return-and-Refund-Guideline-2-002.pdf
Terms and Conditions	https://iiam.com.my/wp-content/uploads/2024/10/Terms-and-Conditions-of-Use-002.pdf
Whistleblowing Policy	https://iiam.com.my/wp-content/uploads/2020/11/IIAM-Whistleblowing-Policy-approved-on-28.5.2020.pdf
Frequently Asked Questions (FAQ)	https://iiam.com.my/wp-content/uploads/2026/06/The-IIA-Malaysia-FAQ.pdf

Section A - Membership

Access to Member Portal	- Go to https://member.iiam.com.my/ and log in using your IIAM credentials. - Corporate membership accounts can be accessed by: - Admin - Head of Department - Training PIC
A. Existing Member	- Existing members who wish to activate their account may email MMS-Support@iiam.com.my to request an activation link. - An activation link will be sent to your registered email address. Please check your inbox, including the spam or junk folder. - Click the verification link in the email, or copy and paste the link into your browser. This message was sent with high importance. Dear [REDACTED] Greetings From IIA Malaysia! Please verify your email by clicking the link below: Verify Email This is your CORPORATE ID: C000475 If the link does not work, copy and paste it into your browser: http://121.122.30.121:9432/DigitalRegCorp/ExtUserActivationCorp?ev=1c26e6b3a9658a5f389881bbf159908e1826 This link will expire in 3 days. If you are unable to verify within this period, please re-submit the request to generate a new link. Thank you! Best regards, The Institute of Internal Auditors Malaysia - The system will guide you to create a secure phrase and password.



The Institute of Internal Auditors Malaysia

Welcome Durratul , Congratulations Your email has been verified Successfully .

Membership Information	
Company Name	IIA MALAYSIA
Registration No	1222552211
Membership Category	TIER 1
Membership ID	C000475
Name	DURRATUL
ID Type	
ID Number	
Email Id	renewal@iiam.com.my

Please Fill in the following information :

Secure Phrase

Secure Phrase must between 3 and 20 Characters

Password

✗ 8 Characters Long
 ✗ One Special Character
 ✗ One Uppercase Letter

✗ One Lowercase Letter
 ✗ One Number

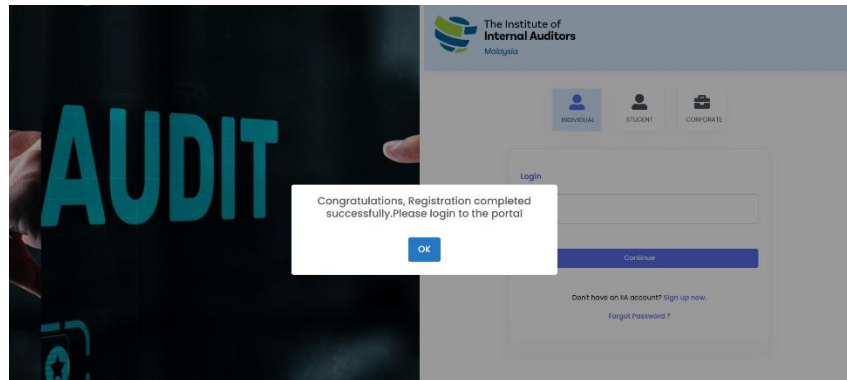
Confirm Password

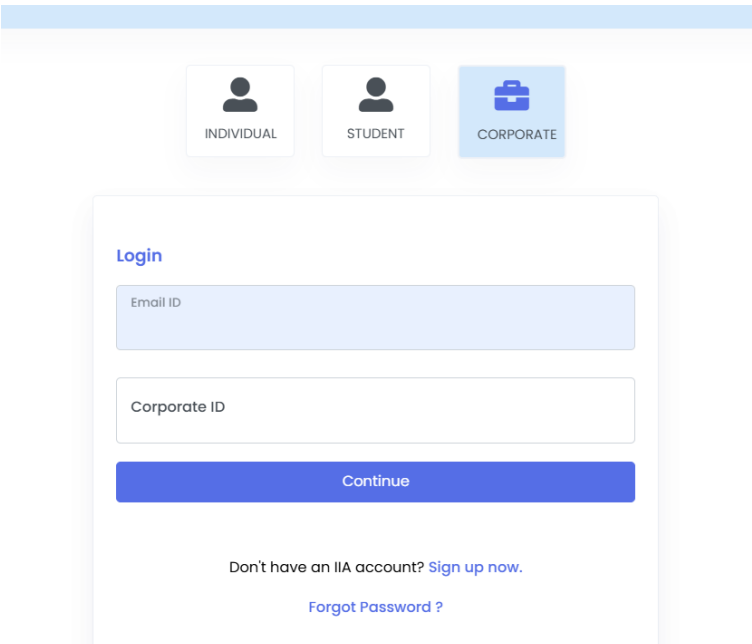
✗ Password Match

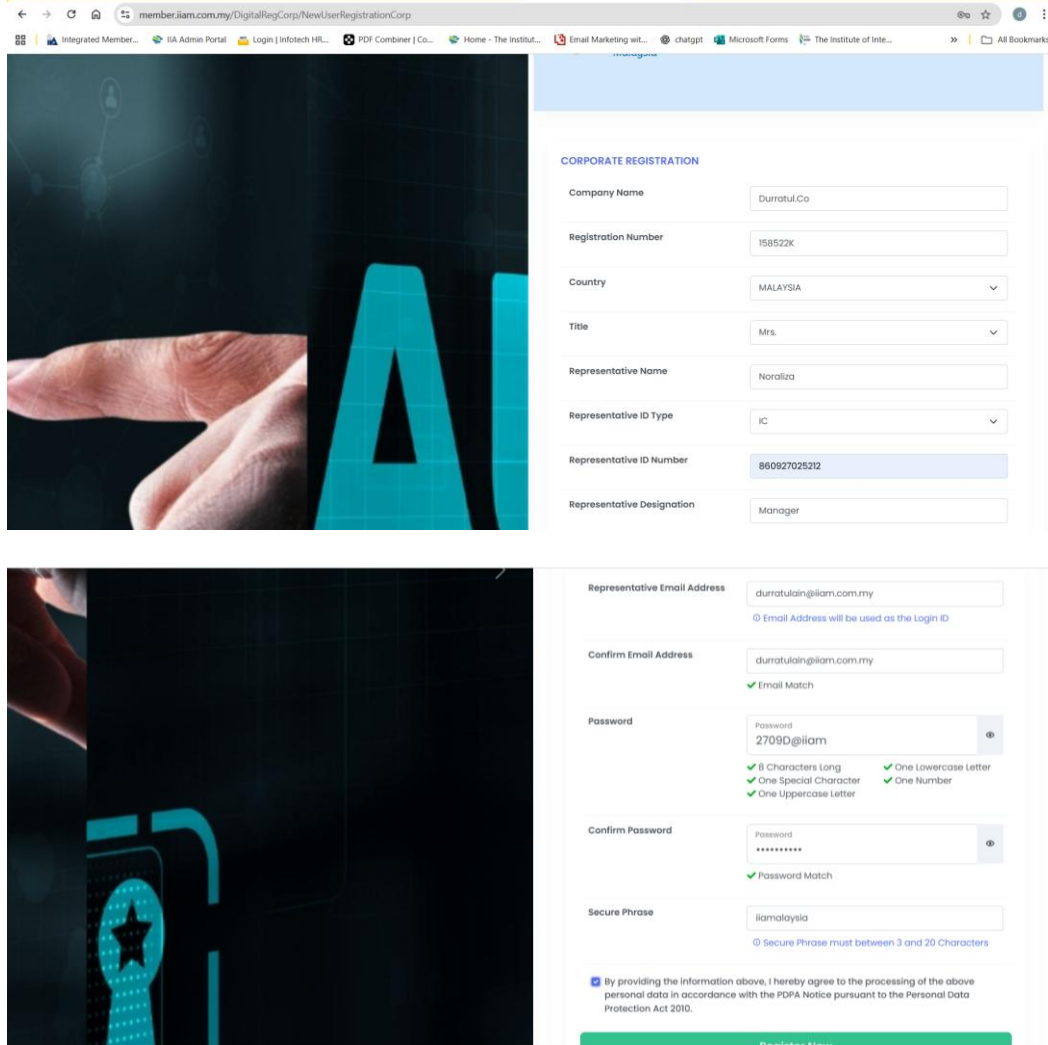
☐ By providing the information above, I hereby agree to the processing of the above personal data in accordance with the PDPA Notice pursuant to the Personal Data Protection Act 2010.

SUBMIT

5. Once your email has been successfully verified, you may log in to the member portal using your registered email address and password.



B. Registration Page	- If you are a new user, click "Sign up now" under the Corporate tab.  - You will be redirected to the Account Registration Page. - Fill in all mandatory fields, including: Company Name Registration Number Country Title: (Mr., Mrs., Ms., Other) Representative Name (This will be Super Admin Access) Representative ID Type: (IC or Passport) & enter your ID Number. Representative Designation Representative Mobile Number: Enter a valid contact number. Representative Email Address: This will be your Login ID. Password & Confirm Password: - Must be at least 8 characters long. - Must include one uppercase letter, one lowercase letter, one number, and one special character. Secure Phrase: Must be between 3 to 20 characters. Click PDPA Declaration
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CORPORATE REGISTRATION

Company Name: Durratul Co

Registration Number: 158522K

Country: MALAYSIA

Title: Mrs.

Representative Name: Noraliza

Representative ID Type: IC

Representative ID Number: 860927025212

Representative Designation: Manager

Representative Email Address: durratulain@iiam.com.my
ⓘ Email Address will be used as the Login ID

Confirm Email Address: durratulain@iiam.com.my
✔ Email Match

Password: 2709D@iiam
✔ 8 Characters Long
 ✔ One Special Character
 ✔ One Uppercase Letter
 ✔ One Lowercase Letter
 ✔ One Number

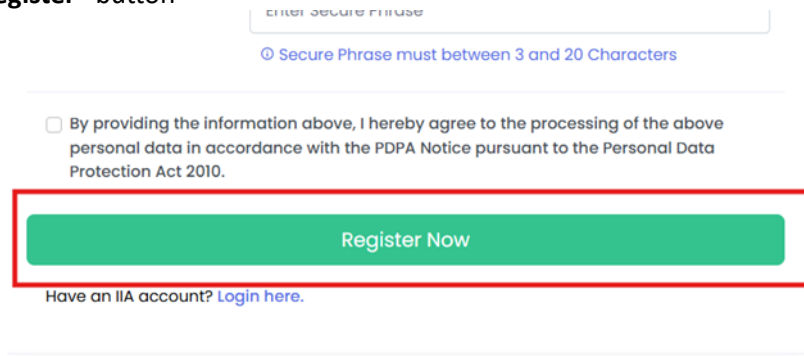
Confirm Password: Password
✔ Password Match

Secure Phrase: iiamalaysia
ⓘ Secure Phrase must between 3 and 20 Characters

☒ By providing the information above, I hereby agree to the processing of the above personal data in accordance with the PDPA Notice pursuant to the Personal Data Protection Act 2010.

Register Now

4. Click the "Register" button



Enter Secure Phrase

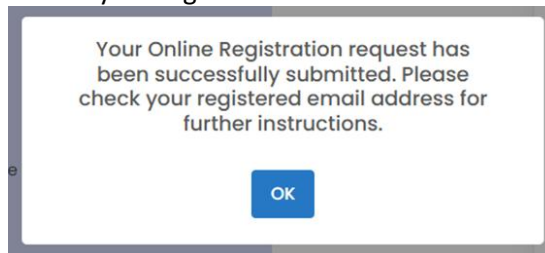
ⓘ Secure Phrase must between 3 and 20 Characters

☐ By providing the information above, I hereby agree to the processing of the above personal data in accordance with the PDPA Notice pursuant to the Personal Data Protection Act 2010.

Register Now

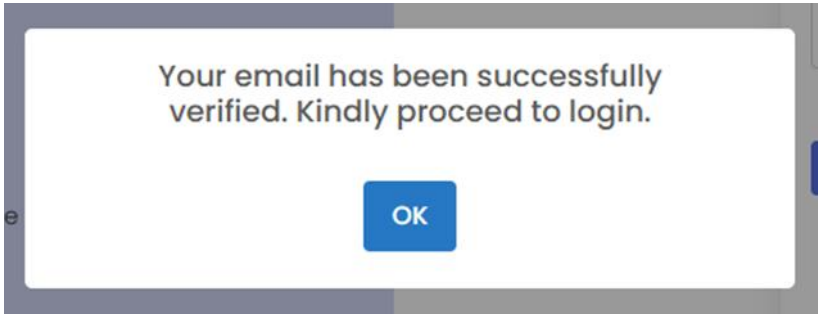
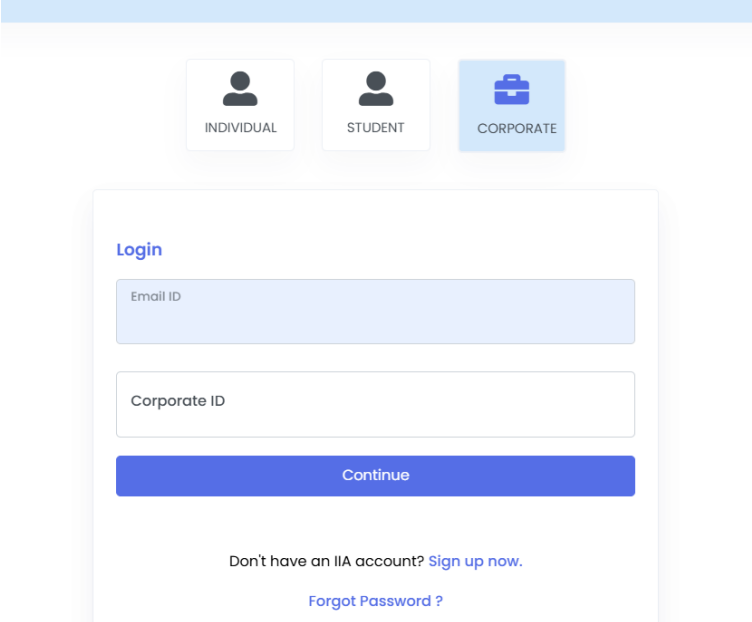
Have an IIA account? [Login here.](#)

5. A pop-up message will confirm your registration.

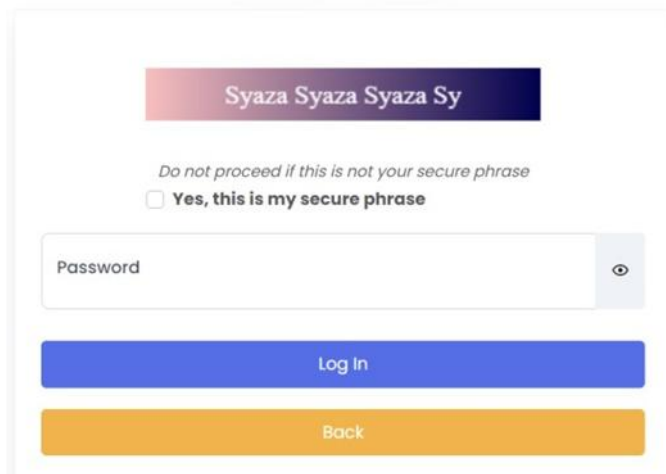


Your Online Registration request has been successfully submitted. Please check your registered email address for further instructions.

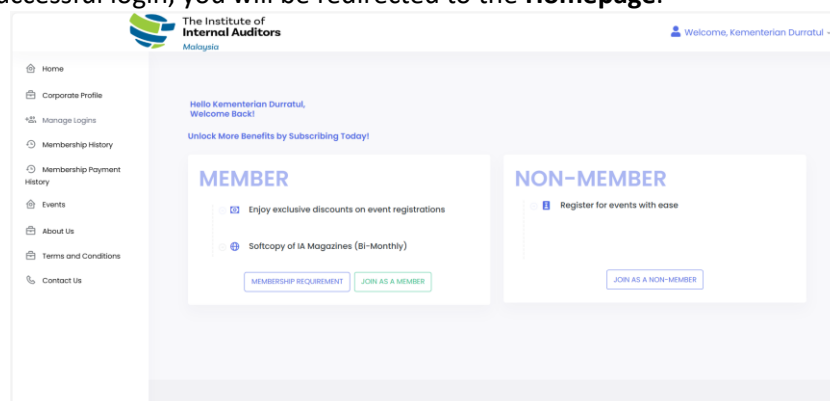
OK

	6. Check your email for a Corporate ID & Verification Link and click on it. Dear Suzana, Greetings From IIA Malaysia! Please verify your email by clicking the link below: Verify Email This is your CORPORATE ID: NC0000545 If the link does not work, copy and paste it into your browser: http://121.122.30.121:9432/DigitalRegCorp/NewUserActivationCorp?ev=60bcca6a052c6b7d17a5720ec0412316 971 This link will expire in 3 days. If you are unable to verify within this period, please re-submit the request to generate a new link. Thank you! Best regards, The Institute of Internal Auditors Malaysia 7. Click on the Verify Link, and you will be redirected back to the website. A pop-up message will confirm that your email has been successfully verified. Once verified, you can log in to your account.  8. Upon successful email verification, you will be redirected to the Main Page, where you can proceed to log in to your account.
C. Login Process	1. On the login page, enter your Registered Email and Corporate ID and click Continue. 

2. Check the **Secure Phrase** displayed:
 - If it is correct, **check the box** and enter your password.
 - If incorrect, **do not proceed**.
 - If you want to return to the previous page, click the **Back button**.



3. Upon successful login, you will be redirected to the **Homepage**.



4. Currently, you will have view-only access.
 - **View-Only Access:** You will have limited access to view content only.
 - **Full Access:** Join as a **Member** to unlock all features.
 - **Event Access Only:** Join as a **Non-Member** to access events.

D. Join as A Member Process

1. Click on the '**Join as Members**' button. A pop-up form will appear, requiring you to enter the following details:

• Company Information

Subscribe Membership

1 Company Information
2 Membership
3 Contact Details
4 Nominee Details
5 Audit Committee Details
6 Documents

Company Name
BA & CO
Company Registration Number
123456
Date Of Registration
dd/mm/yyyy
Industry Code
Select
Contact Number
Group Department Email

Company Address
Post Code
City
State
Select
Please select COUNTRY first, then choose STATE
Country
MALAYSIA

Previous
Next

• Choose Membership Category (Key in Promo Code, if any)

1 Company Information
2 Membership
3 Contact Details
4 Nominee Details
5 Audit Committee Details
6 Documents

Type of Membership *
TIER 1 (Gov Ministry Only)

Corporate Membership Summary :

Description	Amount
Registration Fee	RM300.00
Subscription Fee	RM475.00
Discount	- RM775.00
No. of Nominees	UNLIMITED
No. of Sponsored Individual Member	2
Total :	RM 0.00

Apply Promo Code

Promo Code
100%discount
Clear
Promo code applied successfully and you have get a discount of RM 775.00

• Contact Details (Head of Department and Training PIC (Training PIC is optional))

The Institute of
Subscribe Membership

1 Company Information
2 Membership
3 Contact Details
4 Nominee Details
5 Audit Committee Details
6 Documents

Select
Title
Contact Type
Select
Name

Designation
Mobile Number
Ext Number
Email Address

Add

No.	Contact Type	Title	Name	Designation	Mobile Number	Ext No	Email Address	Action
1	Head of Department	Mrs.	Alyssa	Head	0133566788		alyssa@iam.com.my	Edit Delete

Previous
Next

- E-invoice Details

E-INVOICE INFORMATION

As part of the Inland Revenue Board of Malaysia's (IRBM) digitalization efforts, e-invoicing has been implemented since 1 July 2025. To support this, we will be collecting the necessary additional information.

Company Name
Kementerian Duratutul

Business Registration Number New
Not Applicable

☐ For government entities (e.g. Ministries, SUK, Majlis, Bandaraya) that do not have one, indicate "Not Applicable." (only accept New Business Registration)

☒ Please select if Business Registration Number New not applicable.

Address
Jalan Sultan Ismail

City
Kuala Lumpur

State
W.P. PUTRAJAYA

Post Code
51120

Country
MALAYSIA

SST No.
NA

☐ If not available, Please indicates "NA"

☒ Please select if SST No. not applicable.

Tax Identification Number (TIN No.)
651255

☐ A TIN number can be retrieved from mytax.hasil.gov.my for government entities (e.g. Ministries, SUK, Majlis, Bandaraya) that do not have one, indicate "NA"

PEPPLOID
NA

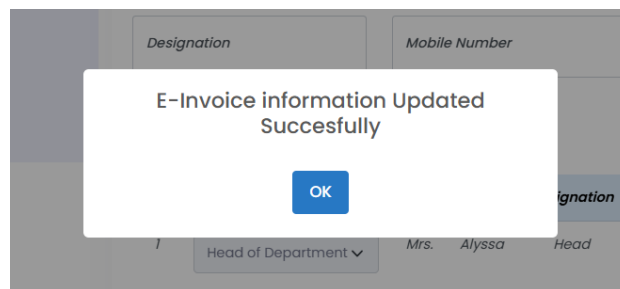
☐ If not available, Please indicates "NA"

☒ Please select if PEPPLOID not applicable.

Person in Charge E-Invoice

Name
nora

Phone Number
123456



- Nominees Details

Subscribe Membership

1 Company Information
2 Membership
3 Contact Details
4 **Nominee Details**
5 Audit Committee Details
6 Documents

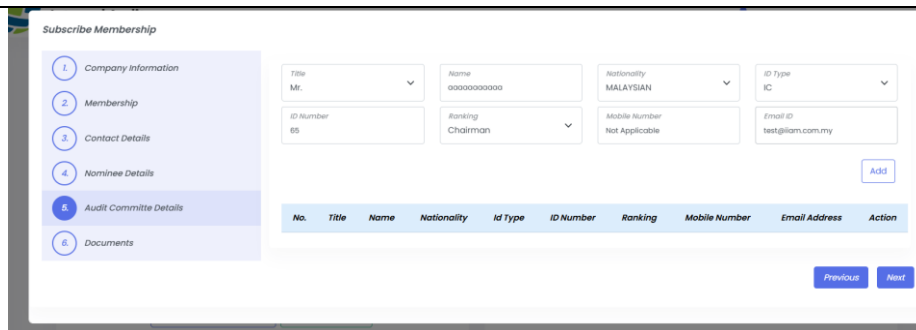
Name
Nationality Select
ID Type Select
ID Number
Mobile Number
Email ID
Designation

Add

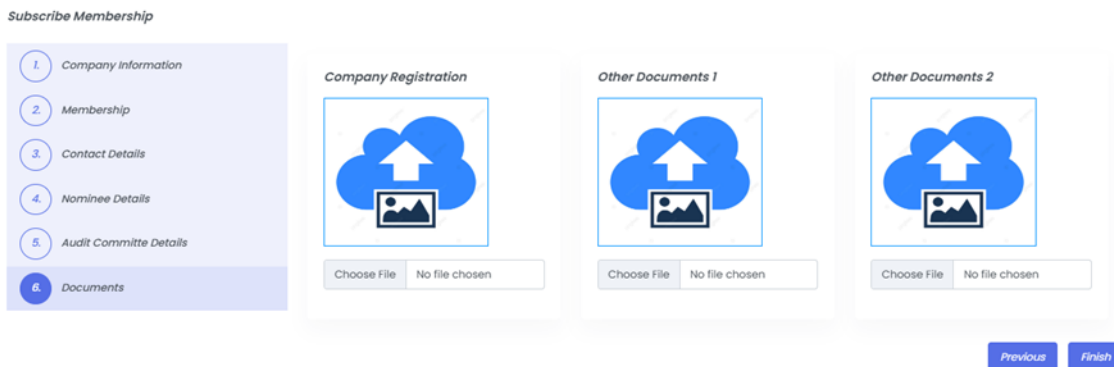
No.	Name	Nationality	ID Type	ID Number	Designation	Mobile Number	Email Address	Action
1	nora	MALAYSIAN	IC	14898532	Exec	Not Applicable	test@gmail.com.my	Edit Delete

Previous Next

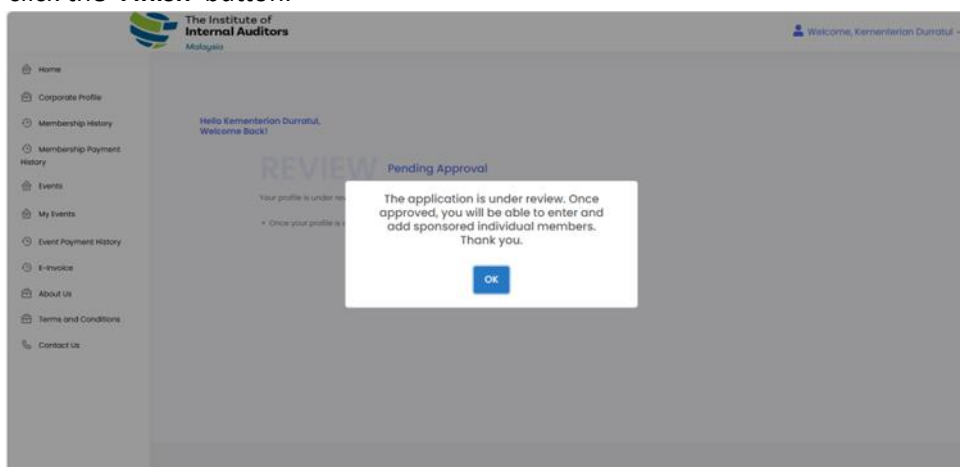
- Audit Committee Details (If any)



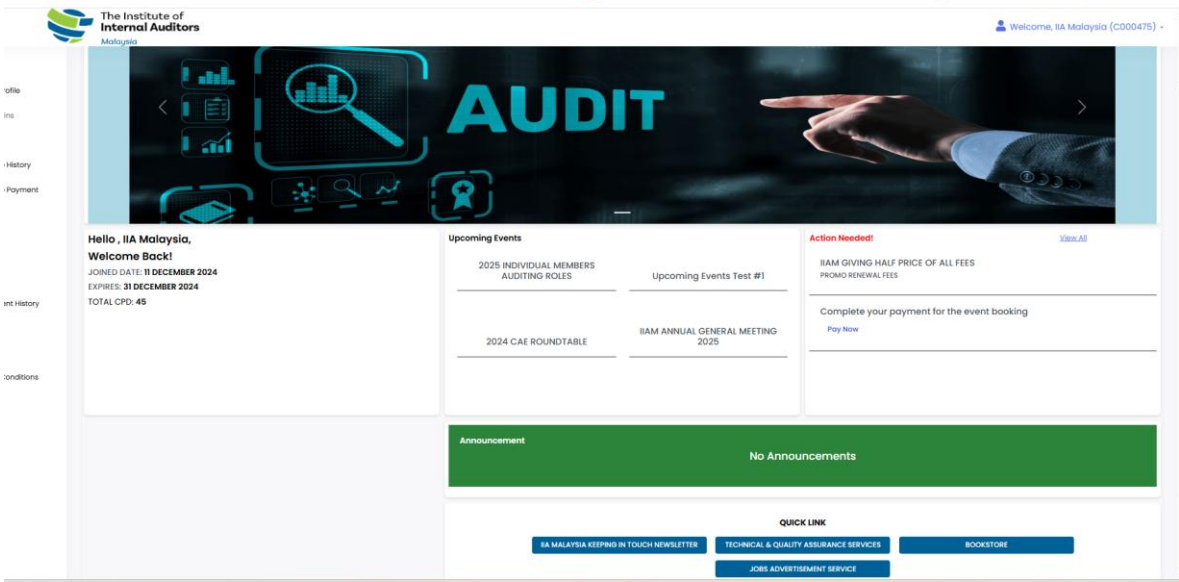
- Upload Documents (Company Registration)

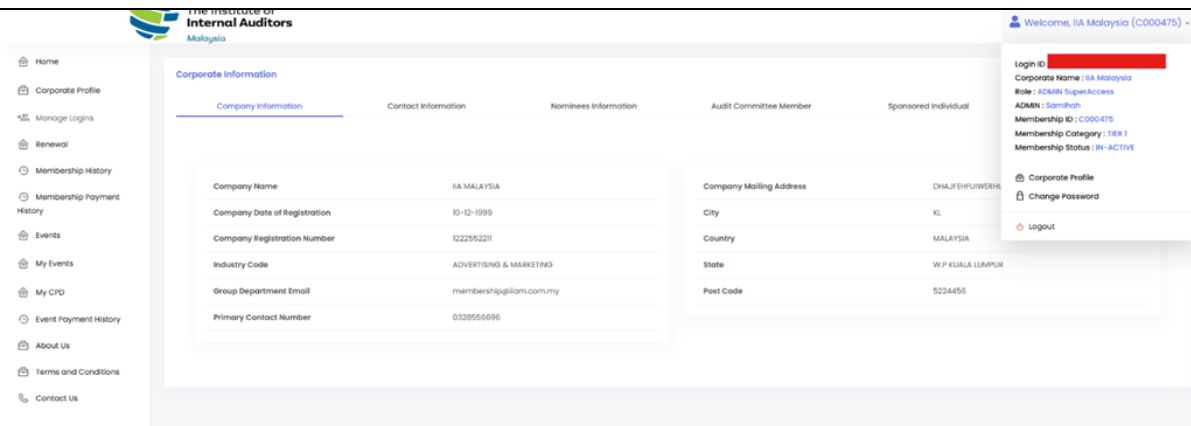


2. Once you have filled in all the required fields, click the '**Finish**' button. If you need to make any updates before submitting, click the '**Previous**' button to return to the previous page.
3. Then, click the '**Finish**' button.



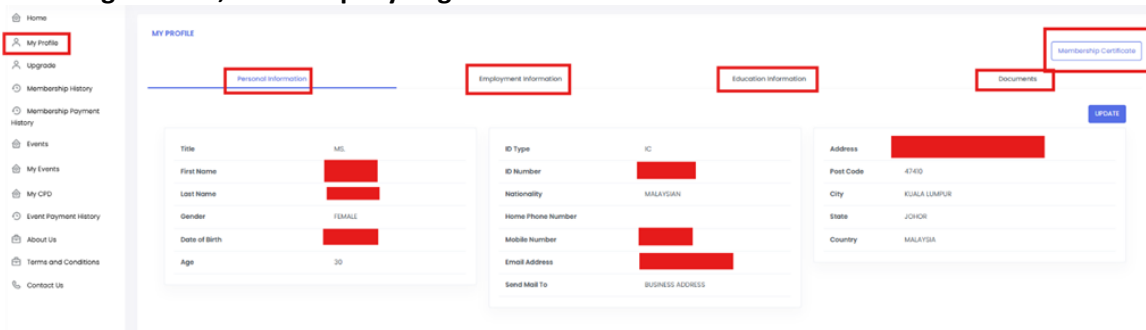
4. IIA Malaysia admin will process your application after the payment has been made.
5. Please upload the payment proof in the **Membership Payment History** Tab.
6. After successfully completing the payment, your application will be marked as pending approval.
7. Once your corporate membership is approved, you will receive an email confirming your status and details.

E. Application Approved/Active Member	Upon approval of your application, you will gain full access to all features. • Home • Corporate Profile • Add Sponsored Individual • Manage Login • Renewal • Membership History • Membership Payment History • Events • My Events • My CPD • Events Payment History • Download Membership and Event E-Certificate 1. Home View After logging in, the user lands on the Home page. This page works as a dashboard that summarises the user's membership status, upcoming activities, and any actions you need to take. 2. Welcome & Membership Summary (Left Panel) Below the banner, on the left side, a welcome box shows: • A greeting like "Hello, [User Name], Welcome Back!" • Membership details such as: ○ Joined date ○ Expiry date ○ Total CPD hours recorded  3. On the top right, the user can see their name/profile menu (with a small user icon). If you click your name, you will see your login ID, Membership No, Membership Category and Membership Status.
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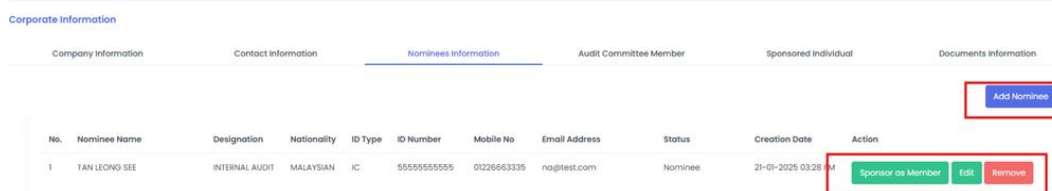
4. My Profile

- All the details entered by the Member will be displayed.
- Under this section, you can update your Company Information, Contact Information, Nominees Information, Audit Committee Information, Sponsored Individual Information and download membership certificate **except** for your **Company Name, Company Date of Registration, and Company Registration Number**.



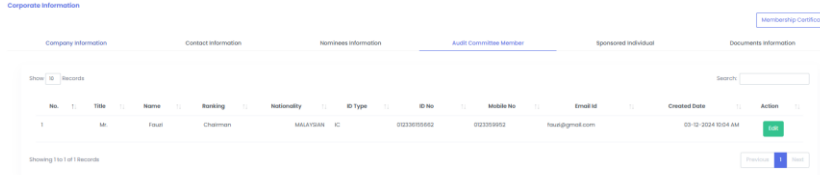
F. Add/Remove Nominees

1. Under this section, you may add or remove nominees.
2. If they (not individual member) leave the company, they will not carry the membership, and the company can replace them with another staff.
3. However, this replacement can only be done once a year during the renewal period.



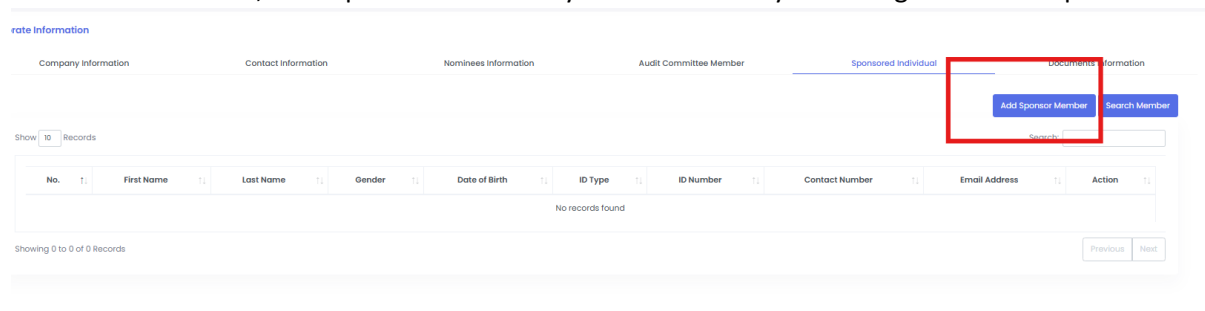
G. Add/Remove Audit Committee Member

1. Under this section, you may add or remove Audit Committee Member.
2. If they are no longer an Audit Committee for the company, they will not carry the membership, and the company can replace them with another committee member.
3. However, this replacement can only be done once a year during the renewal period.



H. Add/Remove Sponsored Individual

1. Click the **Corporate Profile** tab.
2. Option 1: Click **Add Sponsor Member** if the staff member is not an individual member of IIA Malaysia.
 - 2.1. Follow the instructions (*refer to the individual user manual*).
 - 2.2. Sponsored individual members will go through the approval process.
 - 2.3. If they leave the company, they can retain their membership, and the company can replace them with another member.
 - 2.4. However, this replacement can only be done once a year during the renewal period.



rate Information

Company Information Contact Information Nominees Information Audit Committee Member Sponsored Individual Documents Information

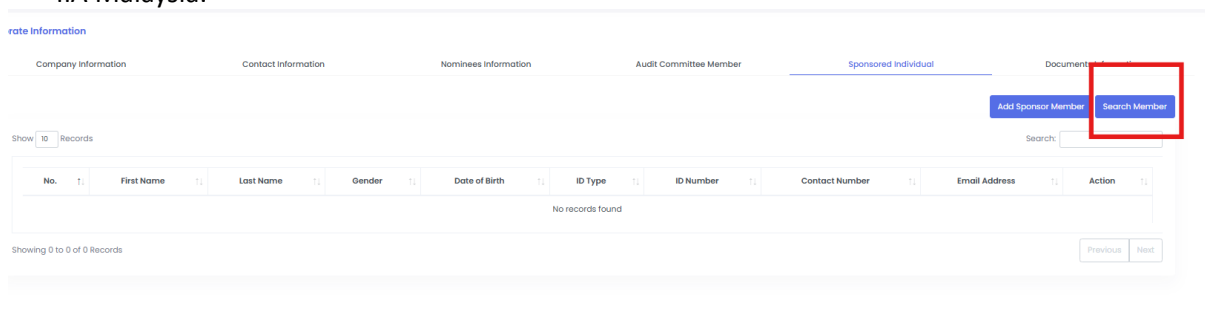
Show 10 Records

No.	First Name	Last Name	Gender	Date of Birth	ID Type	ID Number	Contact Number	Email Address	Action
No records found									

Showing 0 to 0 of 0 Records

Previous Next

3. Option 2: Click **Search Member** if the staff is an existing member (active, inactive, or expired) of IIA Malaysia.



rate Information

Company Information Contact Information Nominees Information Audit Committee Member Sponsored Individual Documents Information

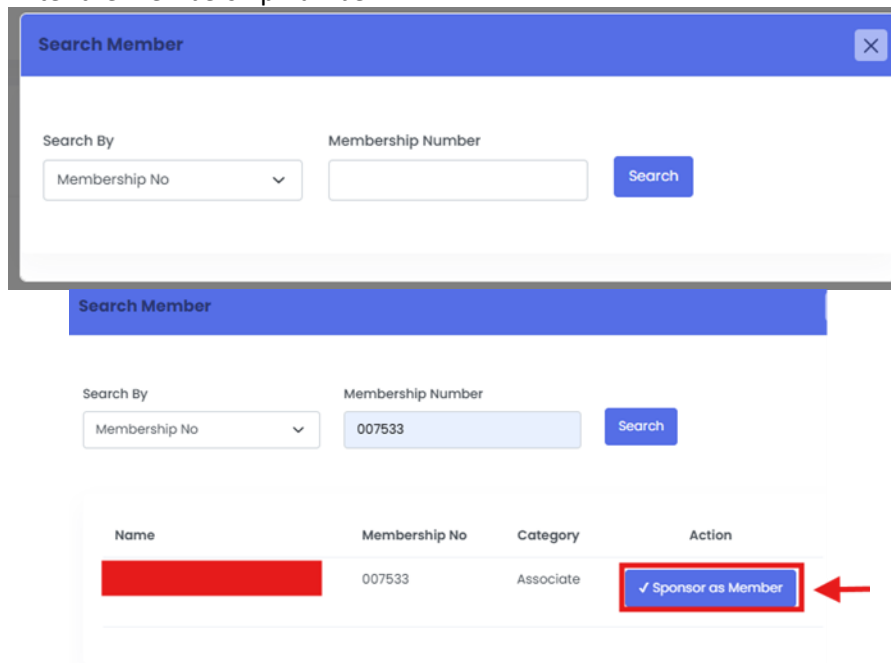
Show 10 Records

No.	First Name	Last Name	Gender	Date of Birth	ID Type	ID Number	Contact Number	Email Address	Action
No records found									

Showing 0 to 0 of 0 Records

Previous Next

- 3.1. Enter the membership number.



Search Member

Search By Membership Number

Membership No Search

Search Member

Search By Membership Number

Membership No 007533 Search

Name	Membership No	Category	Action
	007533	Associate	✓ Sponsor as Member

- 3.2. If they leave the company, they can retain their membership, and the company can replace them with another member.

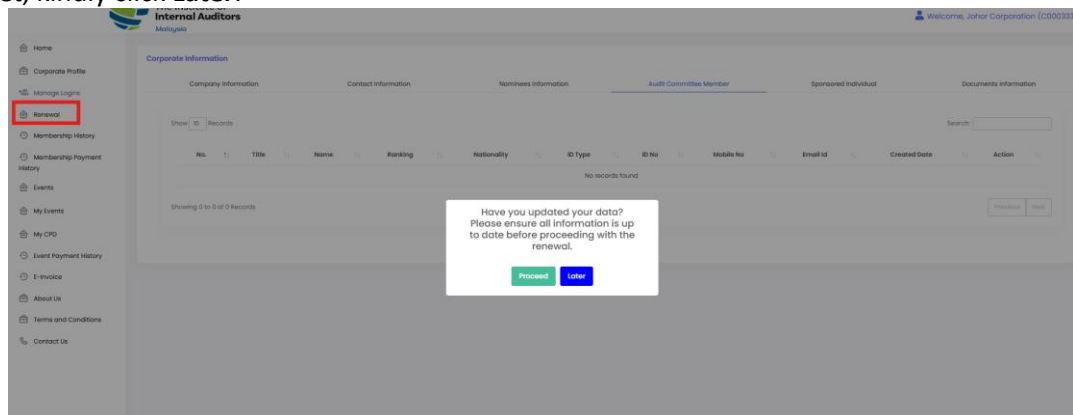
3.3. However, this replacement can only be done once a year during the renewal period.

Corporate Information

Company Information		Contact Information		Nominees Information		Audit Committee Member		Sponsored Individual	Documents Information	
								Add Sponsor Member	Search Member	
No.	First Name	Last Name	Gender	Date of Birth	ID Type	ID Number	Contact Number	Email Address	Action	
1	Khairiah		Other		IC				Remove	

I. Renewal Process

1. Please ensure your Company Information, Contact Information, Nominees Information, Audit Committee Information and Sponsored Individual Information are updated before proceeding with renewal. **Please ensure your data is up to date before proceeding with the renewal.**
2. Click Renewal button and you will redirect to the Renew Membership Page.
3. Click **Proceed** if you would like to continue with the renewal. If you haven't updated your data yet, kindly click **Later**.

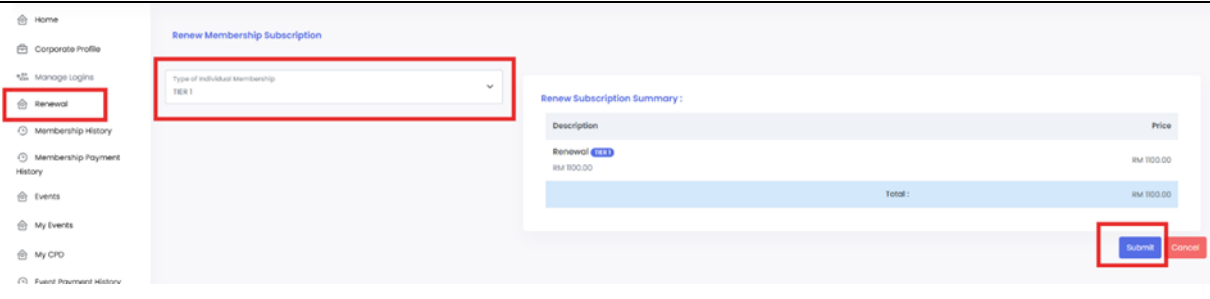
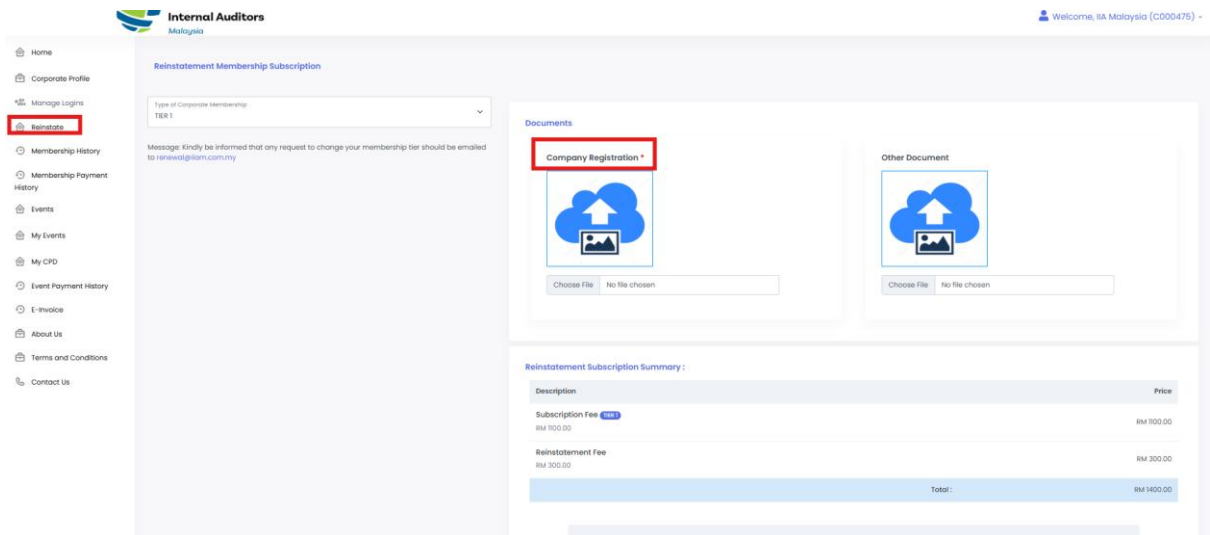


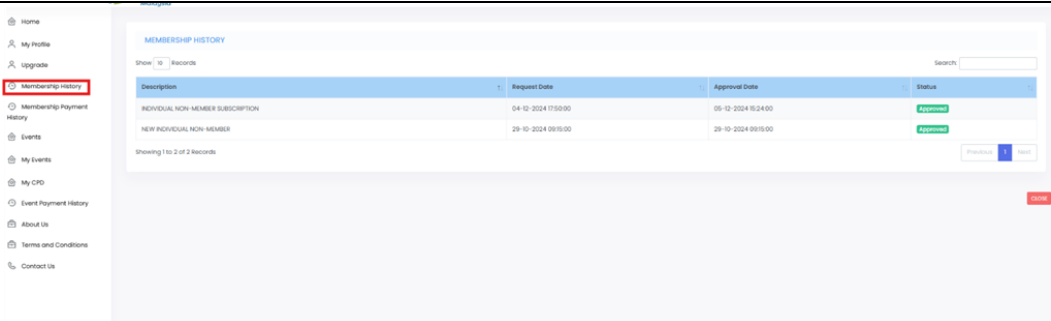
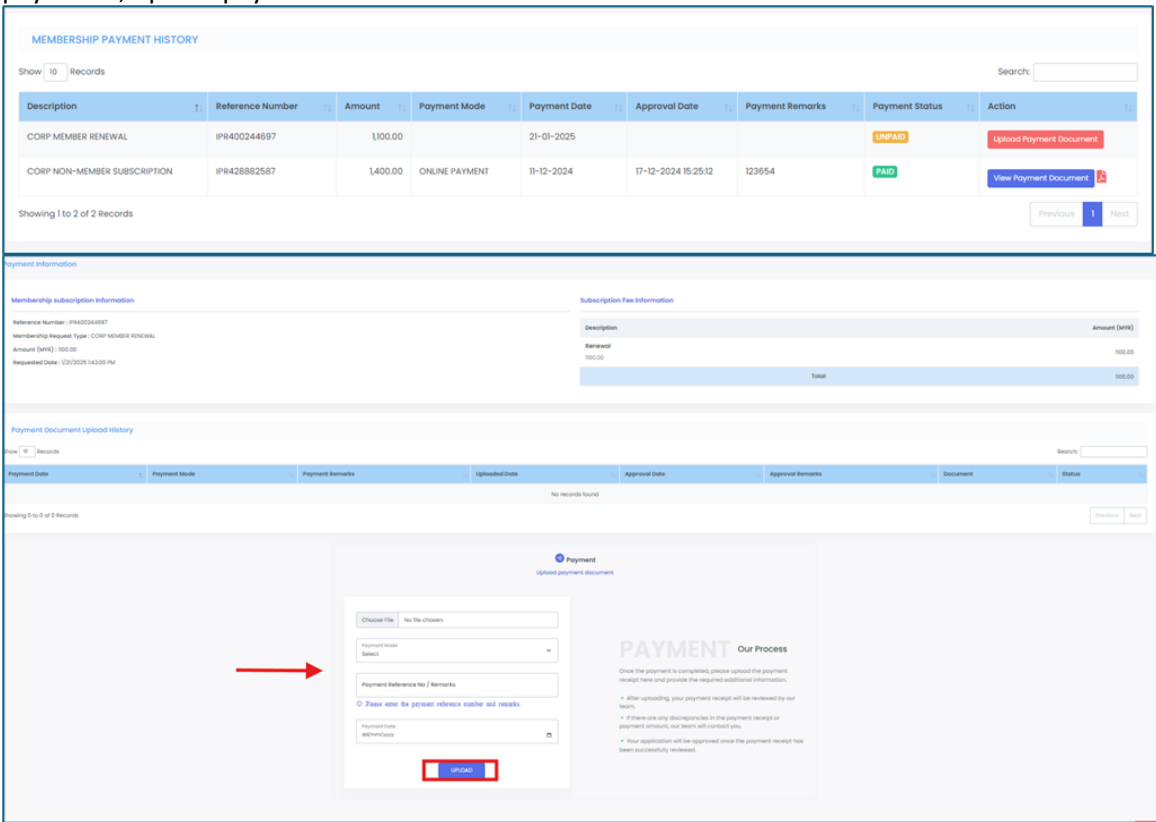
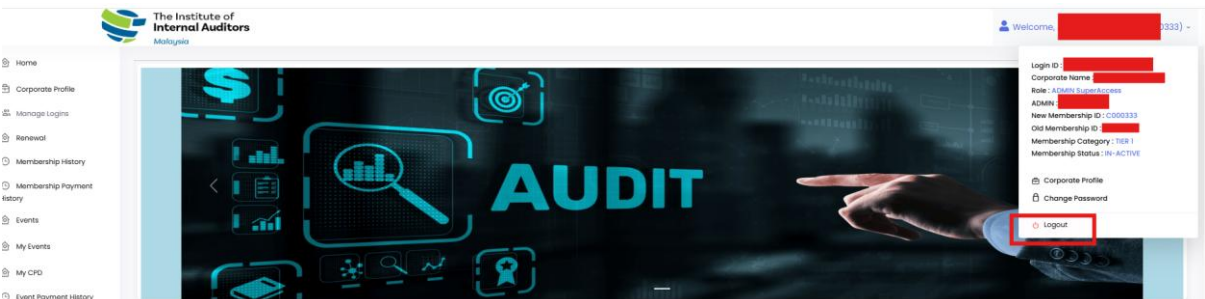
4. Kindly request a change to your membership tier by emailing renewal@iiam.com.my before proceeding with renewal.

Type of Corporate Membership
TIER 1

Message: Kindly be informed that any request to change your membership tier should be emailed to renewal@iiam.com.my

5. If there are no changes to your tier, you may proceed with renewing your membership by clicking the **Submit** button.

	 6. Please upload the payment proof in the Membership Payment History Tab. 7. Select payment method and upload. 8. IIA Malaysia admin will verify the payment. 9. After successfully completing the payment, your corporate will be Activated along with Sponsored Individual.
J. Re-Instatement Process	1. Kindly email to MMS-Support@iam.com.my to request the activation link. 2. Click Re-instatement button and you will redirect to the Re-instatement Membership Page. 3. Upload company registration is required. 4. Click Submit. 5. Please upload the payment proof in the Membership Payment History Tab. 6. Select payment method and upload. 7. IIA Malaysia admin will verify the payment. 8. After successfully completing the payment, your corporate will be Activated along with Sponsored Individual. 
K. Membership History	This section displays a log of all membership actions performed on this profile, including the Description, Request Date, Approval Date, and Status of each request.

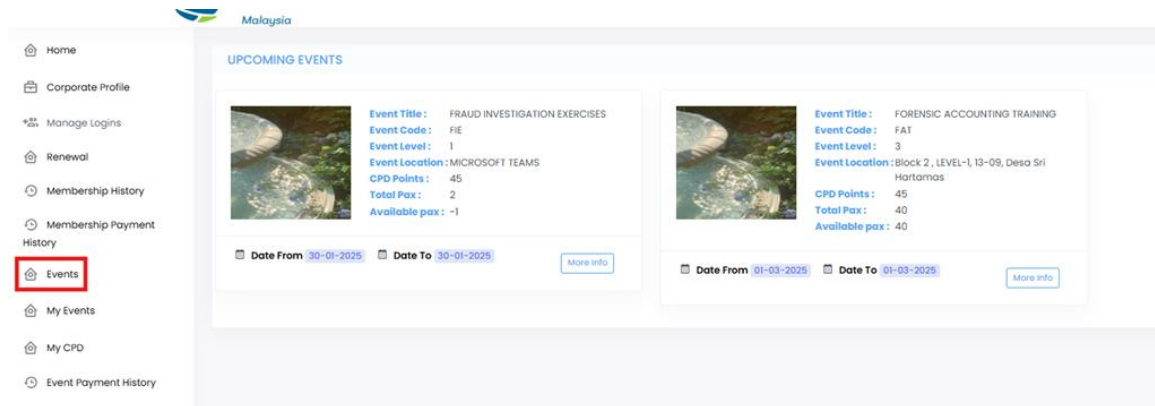
	
L. Membership Payment History	This section displays all membership-related payments, including subscriptions, upgrades, pending payments, upload payment document and other transactions. 
M. Logout Button	

Section B - Event

A. Viewing Upcoming Events

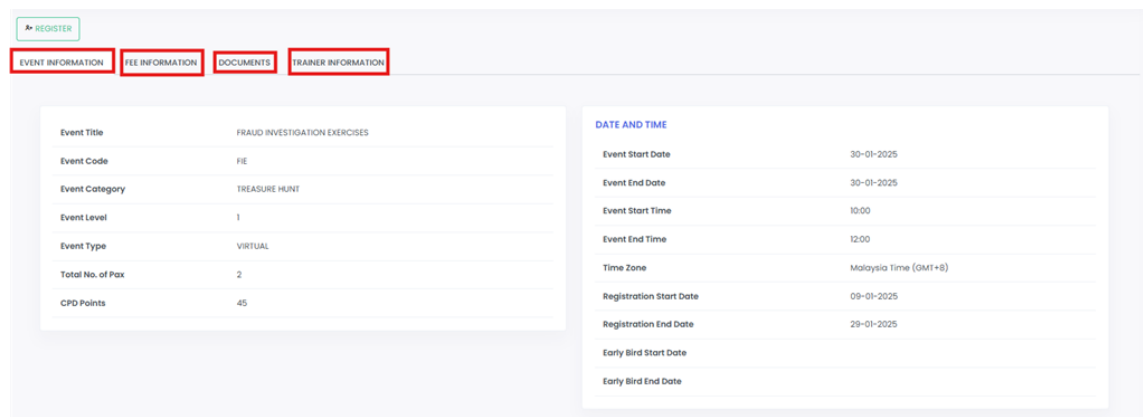
This section displays all the upcoming events organised by IIA Malaysia.

1. Click "**Events**" in the menu.



2. Click "**More Info**" to view:

- Event information
- Fee information
- Documents: Event Brochure
- Trainer information



B. Register Event

1. Click the "**Register**" button

REGISTER

EVENT INFORMATION FEE INFORMATION DOCUMENTS TRAINER INFORMATION

Event Title	FRAUD INVESTIGATION EXERCISES
Event Code	FIE
Event Category	TREASURE HUNT
Event Level	1
Event Type	VIRTUAL
Total No. of Pax	2
CPD Points	45

DATE AND TIME	
Event Start Date	30-01-2025
Event End Date	30-01-2025
Event Start Time	10:00
Event End Time	12:00
Time Zone	Malaysia Time (GMT+8)
Registration Start Date	09-01-2025
Registration End Date	29-01-2025
Early Bird Start Date	
Early Bird End Date	

2. You will be redirected to the **Corporate Event Registration** page.

CORPORATE EVENT REGISTRATION

Event Details

Event Name	FRAUD INVESTIGATION EXERCISES
Event Code	FIE
Event Category	TREASURE HUNT
Event No.	EV000022
Event Location	MICROSOFT TEAMS
Event Level	1
Event Type	VIRTUAL
Event Date From	30-01-2025
Event Date To	30-01-2025

Participants

Register Participant Search Participant/nominee Search Member

Show 10 Records

Search:

Name	Designation	ID Type	ID Number	Mobile Number	Email Address	Booking Date	Action
No records found							

Showing 0 to 0 of 0 Records

Previous Next

3. There will be 3 buttons:

Participants

Register Participant Search Participant/nominee Search Member

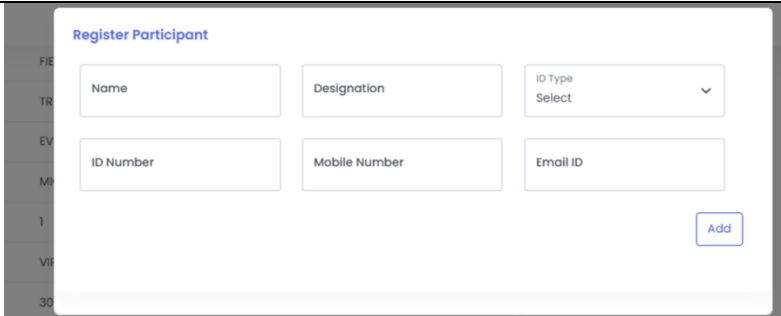
Show 10 Records

Search:

Name	Designation	ID Type	ID Number	Mobile Number	Email Address	Booking Date	Action
No records found							

a. **Registration Participant**

You may add a new participant if their name is not listed as a nominee, sponsor, previous participant, or existing individual member.



Register Participant

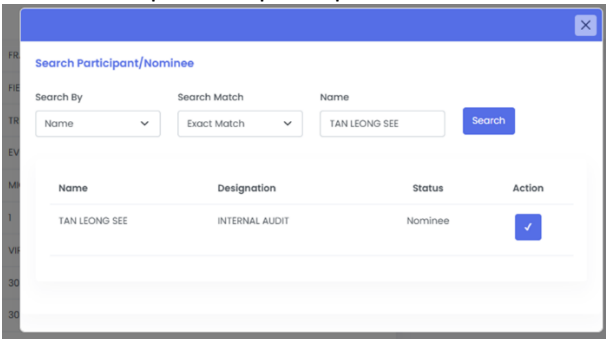
Name Designation ID Type Select

ID Number Mobile Number Email ID

Add

b. Search Participant/Nominee

You can add nominees or previous participants who have attended past training or events.



Search Participant/Nominee

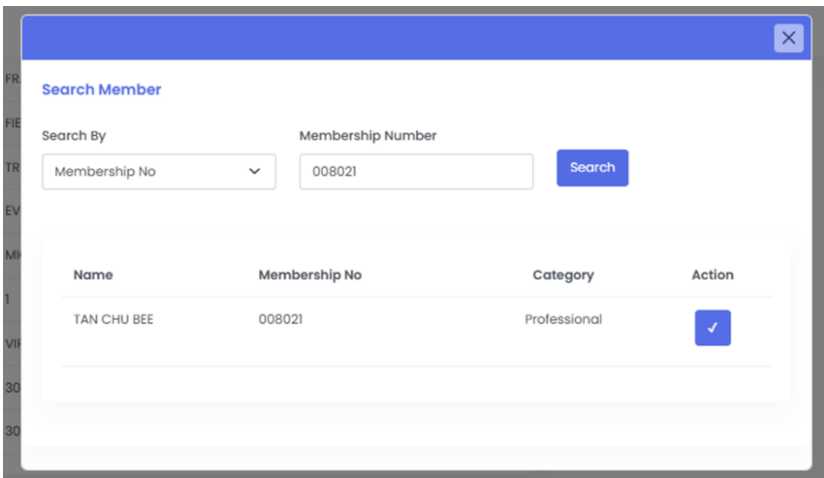
Search By Search Match Name

Name Exact Match TAN LEONG SEE Search

Name	Designation	Status	Action
TAN LEONG SEE	INTERNAL AUDIT	Nominee	✓

c. Search Member

Search for an existing individual member (Active, Inactive, or Expired) by entering their membership number.



Search Member

Search By Membership Number

Membership No 008021 Search

Name	Membership No	Category	Action
TAN CHU BEE	008021	Professional	✓

4. Request Quotation

Once you have added the participants, please add comments and click request a quotation.

Participants

Show 10 Records

Search:

Name	Designation	ID Type	ID Number	Mobile Number	Email Address	Booking Date	Action
RAM KUMAR	MANAGER	PASSPORT	VVVVMMKUMARBDGHD		ramikumar@irma.com.my	1/21/2025 3:37:18 PM	Delete

Showing 1 to 1 of 1 Records

Previous 1 Next

Comments to secretariat

REQUEST QUOTATION

Date From 01-03-2025 Date To 01-03-2025

Registration has been submitted successfully and is pending approval.

OK

5. IIA Malaysia admin will review your request and approve the quotation.
6. Go to **My Events** to check the status.

Payment can only be made after the event has been confirmed. An automated confirmation email will be sent to the registered member with instructions to proceed with the payment.

Your Registration for LET'S LEARN ABC is Confirmed!



noreply@web.iiam.com.my
To Membership

This message was sent with High importance.



11:30 AM

Dear **Nurhan Amir Mohamed BUKHARI**,

Your registration for [LET'S LEARN ABC has been confirmed.

For more details, please visit the event page.

Thank you.

ACTION REQUIRED! Payment Needed for Confirmed Event – LET'S LEARN ABC

 noreply@web.iam.com.my
To: Membership

 This message was sent with High importance.

Dear [REDACTED]

Your registration for LET'S LEARN ABC is currently being processed, and you may now proceed with the payment.

Please visit the Event Payment History section to complete your payment.

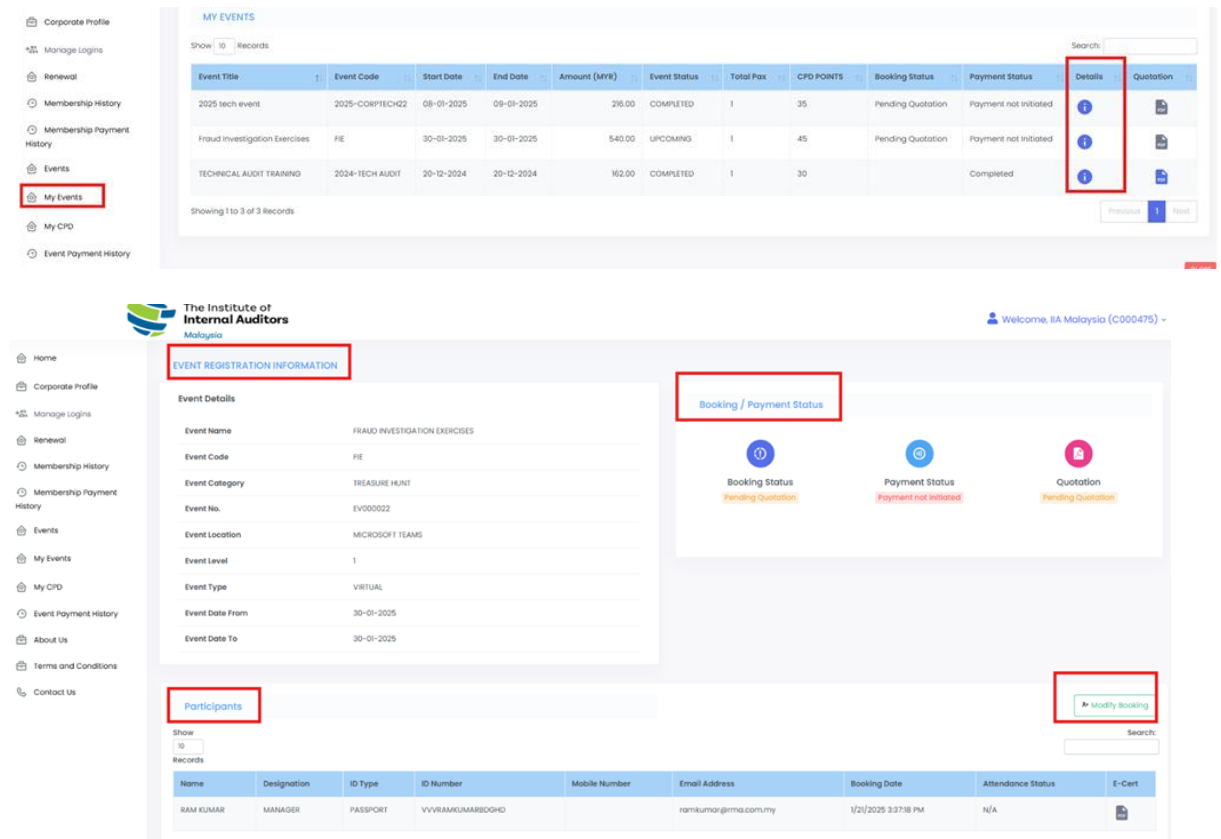
Thank you.

After the event is confirmed, click on “**Event Payment History**” to proceed with the payment.

C. My Events

This section displays a list of all training sessions or events that you have attended. You can review past events, access event details, check attendance records and download certificate of attendance.

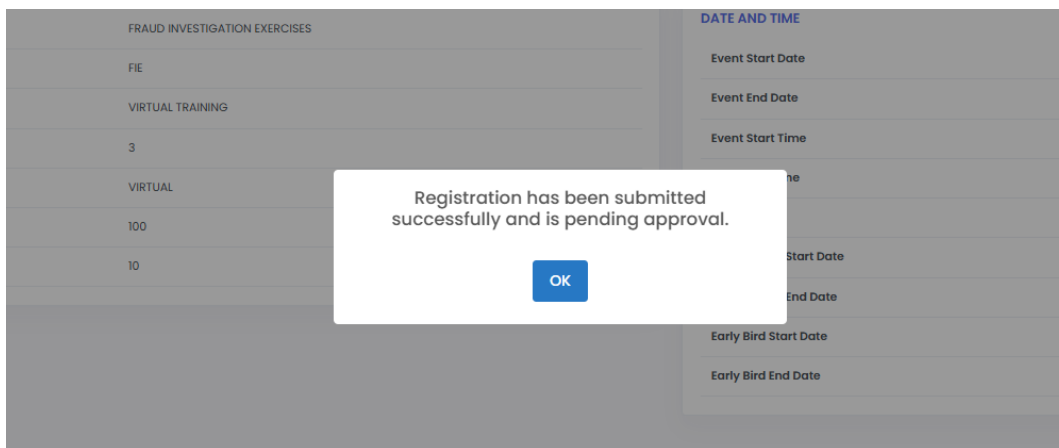
- If you click the  symbol, it will direct you to the **Event Registration Information**. This section will display your **booking status, payment status, quotation status, participant details, and modification options** for your booking.



The screenshot displays the 'MY EVENTS' section of the Corporate Member Portal. The left sidebar contains navigation links: Corporate Profile, Manage Logins, Renewal, Membership History, Membership Payment History, Events, My Events (highlighted), My CPD, and Event Payment History. The main content area shows a table of events with columns: Event Title, Event Code, Start Date, End Date, Amount (MYR), Event Status, Total Pax, CPD POINTS, Booking Status, and Payment Status. The table lists three events: '2025 Tech event', 'Fraud Investigation Exercises', and 'TECHNICAL AUDIT TRAINING'. The 'TECHNICAL AUDIT TRAINING' event is highlighted, and its details are shown in a modal window titled 'EVENT REGISTRATION INFORMATION'. This modal window includes 'Event Details' (Event Name: FRAUD INVESTIGATION EXERCISES, Event Code: FE, Event Category: TREASURE HUNT, Event No.: EVG00022, Event Location: MICROSOFT TEAMS, Event Level: 1, Event Type: VIRTUAL, Event Date From: 30-01-2025, Event Date To: 30-01-2025), 'Booking / Payment Status' (Booking Status: Pending Quotation, Payment Status: Payment not initiated, Quotation Status: Pending Quotation), and 'Participants' (a table with columns: Name, Designation, ID Type, ID Number, Mobile Number, Email Address, Booking Date, Attendance Status, E-Cert). The 'Participants' table shows one participant: RAM KUMAR, MANAGER, PASSPORT, VVVRAMKUMAREDDH, with a booking date of 1/21/2025 3:37:18 PM and attendance status of N/A. A 'Modify booking' button is visible in the bottom right corner of the modal window.

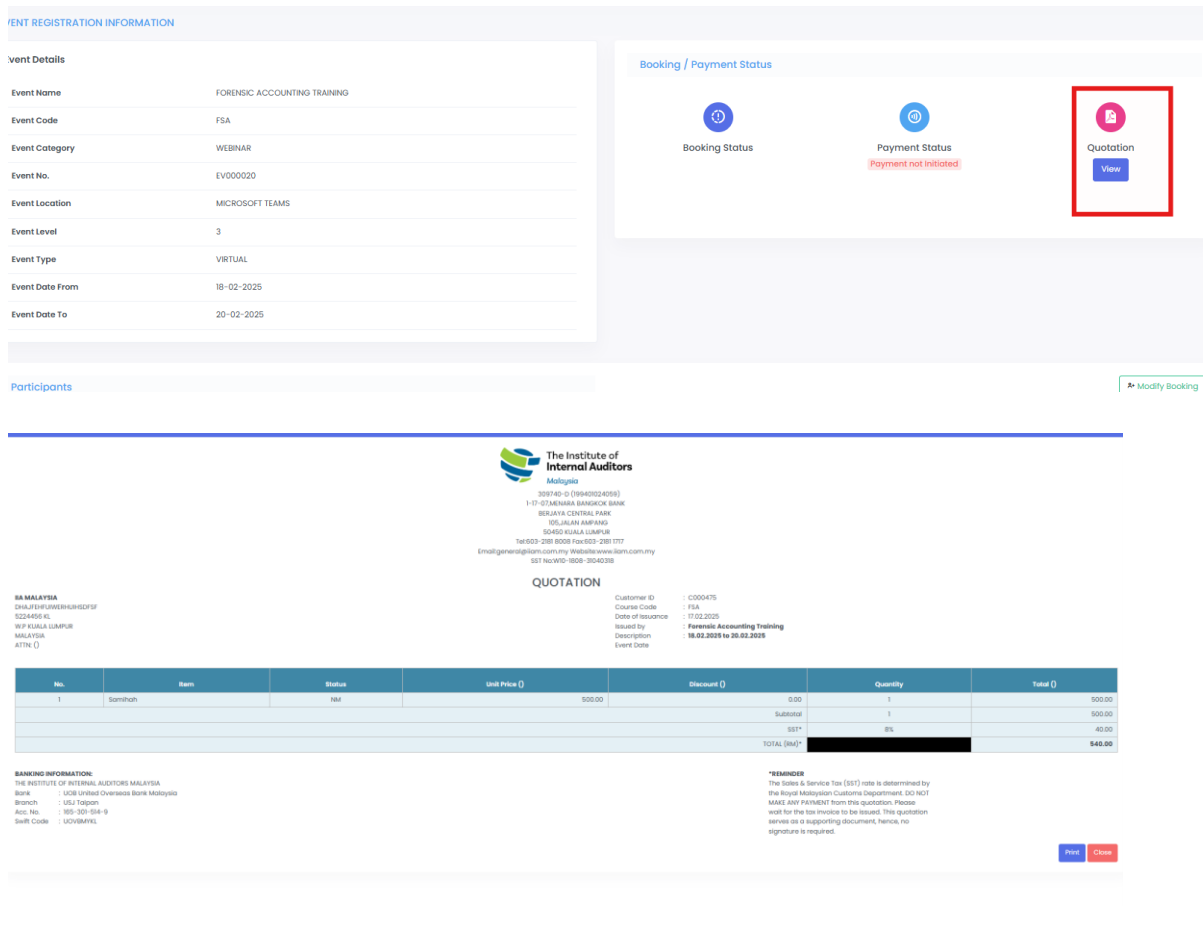
2. Modify Your Booking

- Kindly click the **Modify Booking** button to add or remove participants. Then, enter notes and request a quotation. Your registration has been submitted and pending for approval.
- IIA Malaysia admin will review your request and approve the quotation.
- Go to **My Events** to check the status.



3. View Event Quotation

3.1. Click **View** button.



Event Registration Information

Event Details

Event Name	FORENSIC ACCOUNTING TRAINING
Event Code	FSA
Event Category	WEBINAR
Event No.	EV000020
Event Location	MICROSOFT TEAMS
Event Level	3
Event Type	VIRTUAL
Event Date From	18-02-2025
Event Date To	20-02-2025

Booking / Payment Status

Booking Status

Payment Status

Payment not initiated

Quotation

View

Participants

Modify Booking

QUOTATION

No.	Item	Status	Unit Price (RM)	Discount (RM)	Quantity	Total (RM)
1	Forensic Accounting Training	Not	500.00	0.00	1	500.00
	Subtotal				1	500.00
	SS1*				9%	40.00
	TOTAL (RM)*					540.00

BANKING INFORMATION:

THE INSTITUTE OF INTERNAL AUDITORS MALAYSIA

Bank : UOB Limited Overseas Bank Malaysia

Branch : UOB Tropicana

Account No. : 955-201-554-9

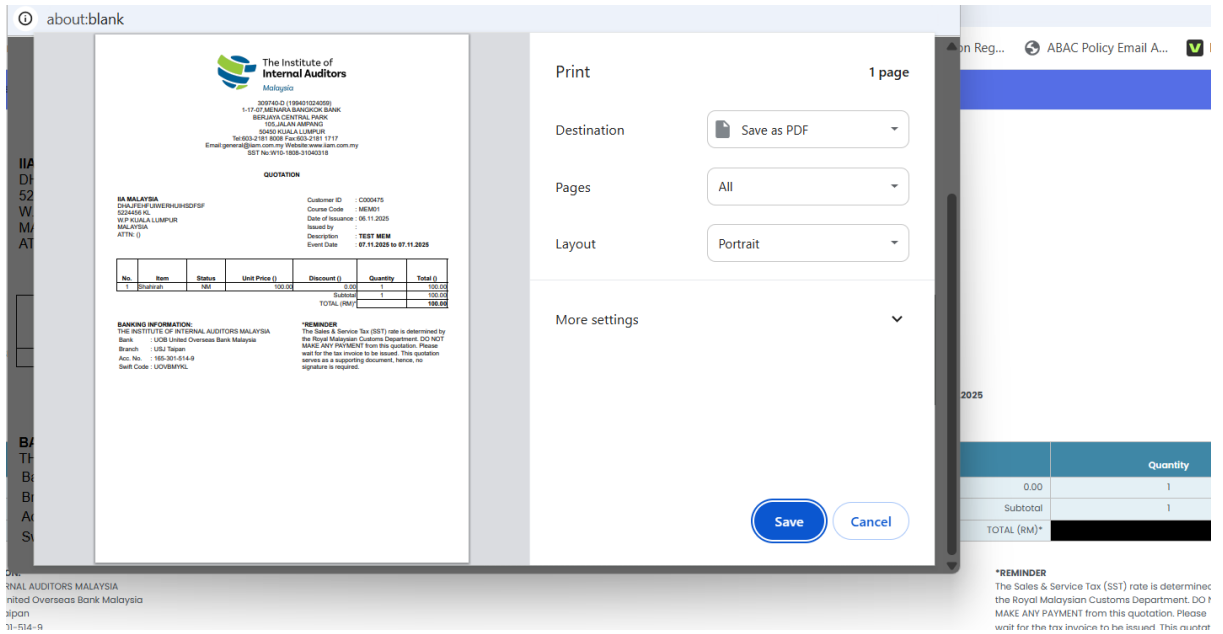
Swift Code : UOVMMY22

***REMINDEE**

The Sales & Service Tax (SSST) rate is determined by the Royal Malaysian Customs Department. DO NOT MAKE ANY PAYMENT from this quotation. Please wait for the tax invoice to be issued. This quotation serves as a supporting document, hence, no signature is required.

Print Close

3.2. Click **Print** to save the quotation.



Print 1 page

Destination: Save as PDF

Pages: All

Layout: Portrait

More settings

Save **Cancel**

QUOTATION

Customer ID : C000475
Course Code : MEM01
Date of Issuance : 06.11.2025
Issued By :
Description : TEST NEW
Event Date : 07.11.2025 to 07.11.2025

No	Item	Status	Unit Price (RM)	Discount (RM)	Quantity	Total (RM)
1	Shaharab	NM	100.00	0.00	1	100.00
					Subtotal	100.00
					TOTAL (RM)*	100.00

BANKING INFORMATION:
THE INSTITUTE OF INTERNAL AUDITORS MALAYSIA
Bank : UOB Overseas Bank Malaysia
Branch : UOB Tropic
Acc. No. : 100-001-014-0
Swift Code : UOBMMYKL

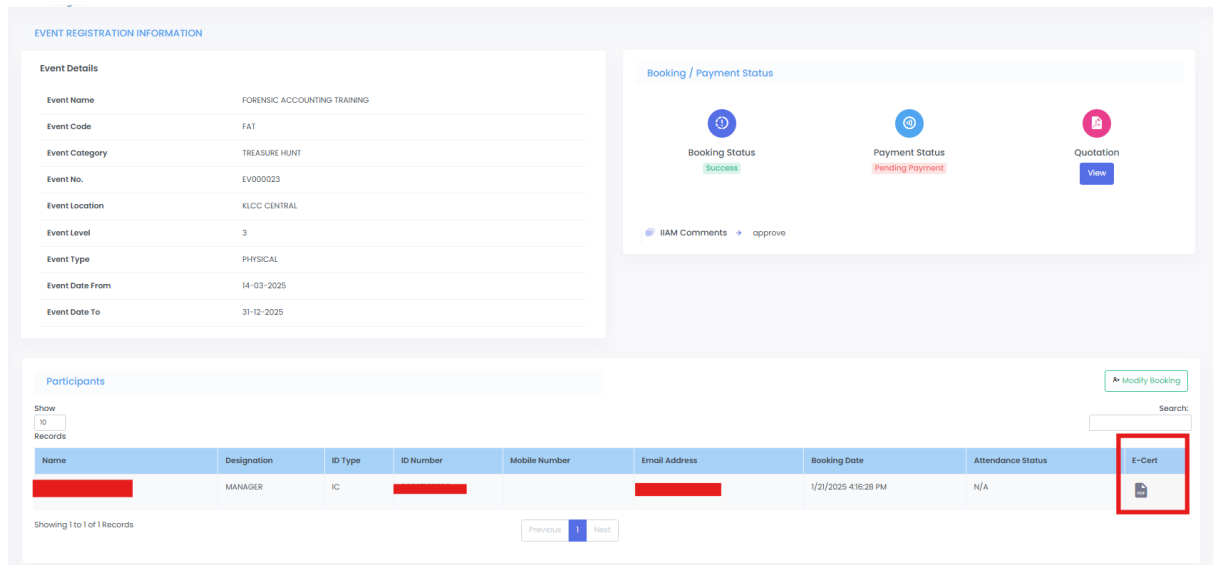
***REMINDER**
The Sales & Service Tax (SST) rate is determined by the Royal Malaysian Customs Department. DO NOT MAKE ANY PAYMENT from this quotation. Please wait for the tax invoice to be issued. This quotation serves as a supporting document. Hence, no signature is required.

***REMINDER**
The Sales & Service Tax (SST) rate is determined by the Royal Malaysian Customs Department. DO NOT MAKE ANY PAYMENT from this quotation. Please wait for the tax invoice to be issued. This quotation serves as a supporting document. Hence, no signature is required.

4. Download certificate of attendance.

4.1. Go to **My Event**

4.2. Click the **PDF icon** to download the e-certificate. You will not be able to download it until the programme has ended and the participant's attendance has been confirmed.



EVENT REGISTRATION INFORMATION

Event Details

Event Name	FORENSIC ACCOUNTING TRAINING
Event Code	FAT
Event Category	TREASURE HUNT
Event No.	EV000023
Event Location	KLCC CENTRAL
Event Level	3
Event Type	PHYSICAL
Event Date From	14-03-2025
Event Date To	31-12-2025

Booking / Payment Status

Booking Status: **Success**

Payment Status: **Pending Payment**

Quotation: **View**

Participants

Name	Designation	ID Type	ID Number	Mobile Number	Email Address	Booking Date	Attendance Status	E-Cert
[REDACTED]	MANAGER	IC	[REDACTED]	[REDACTED]	[REDACTED]	1/21/2025 4:16:28 PM	N/A	

Showing 1 to 1 of 1 Records

E-Cert

D. My CPD

This section tracks your Continuing Professional Development (CPD) activities. It records CPD points earned from attended events or training and helps monitor your progress in fulfilling professional development requirements.

- Home
- Corporate Profile
- Manage Logins
- Renewal
- Membership History
- Membership Payment History
- Events
- My Events
- My CPD**

MY CPD

Total CPD : 0

Show 10 Records

Event Title	Event Code	Start Date	End Date	Event Status	EVENT CPD	Total Participants	Attended Participants	Total CPD
2025 tech event	2025-CORPTECH22	08-01-2025	09-01-2025	COMPLETED	35	1	0	0
Fraud Investigation Exercises	FE	30-01-2025	30-01-2025	UPCOMING	45	1	0	0
TECHNICAL AUDIT TRAINING	2024-TECH AUDIT	20-12-2024	20-12-2024	COMPLETED	30	1	0	0

Showing 1 to 3 of 3 records

E. Event Payment History

This section provides a record of all payments related to events you have registered for. You can view payment status, transaction details, upload payment document and outstanding payments, if any

- Click **Event Payment History** to upload payment or download receipt

EVENT PAYMENT HISTORY

Show 10 Records

Event Title	Reference Number	Total Pax	Amount(MYR)	Payment Mode	Booking Date	Booking Status	Payment Date	Payment Status	Payment Remarks	Action
2025 tech event	CP9239390472	1	216.00		1/6/2025 6:14:58 PM	Pending		To Pay		View Payment Document
Fraud Investigation Exercises	CP950521933	1	540.00		1/21/2025 3:37:18 PM	Pending		To Pay		View Payment Document
TECHNICAL AUDIT TRAINING	CP9858775305	1	162.00	ONLINE PAYMENT	12/17/2024 10:22:01 AM	Success	12/17/2024 12:00:00 AM	Paid	123654	View Payment Document

Showing 1 to 3 of 3 records

2. Click Upload Payment Documents

EVENT PAYMENT INFORMATION

Event Details

Event Name: FORENSIC ACCOUNTING TRAINING

Event Code: FAT

Event Category: TREASURE HUNT

Event No: EV000023

Event Location: KLCC CENTRAL

Event Level: 3

Event Type: PHYSICAL

Event Date From: 14-03-2025

Event Date To: 31-12-2025

Booking / Payment Status

Booking Status: Success

Payment Status: Pending Payment

Quotation: [View](#)

IAM Comments: approve

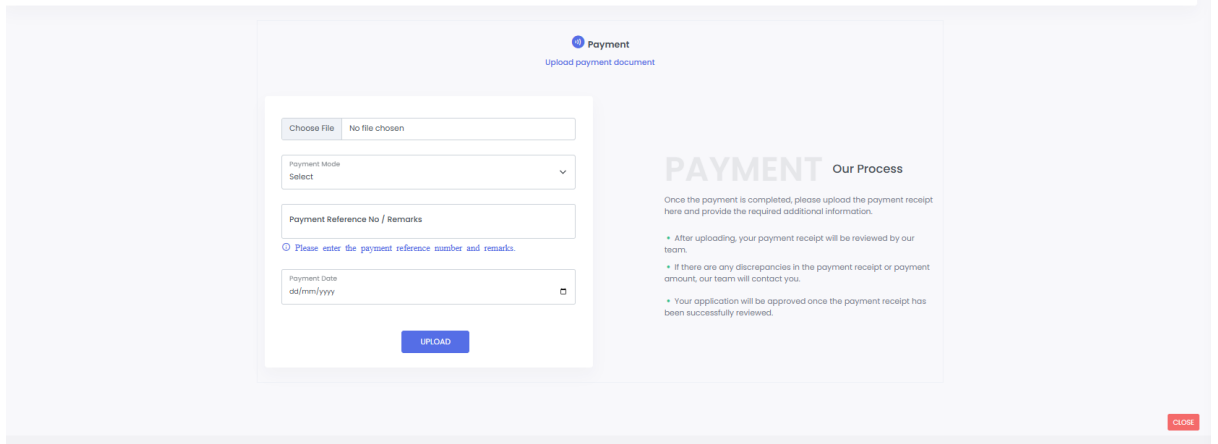
Participants

Show 10 Records

Name	Designation	ID Type	ID Number	Mobile Number	Email Address	Booking Date
SARAH DAYANA HARRIZ	MANAGER	IC	991027187392		syazara@rma.com.my	1/21/2025 4:16:28 PM

Showing 1 to 1 of 1 records

- Scroll down and click **upload** to upload your payment proof.

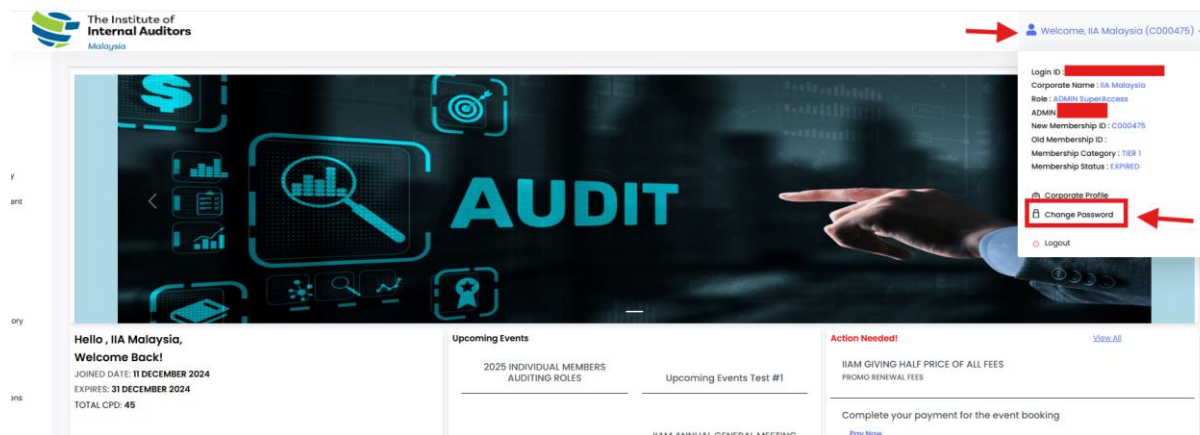


4. After uploading, your payment receipt will be reviewed by our team.
5. If there are any discrepancies in the payment receipt or payment amount, our team will contact you.

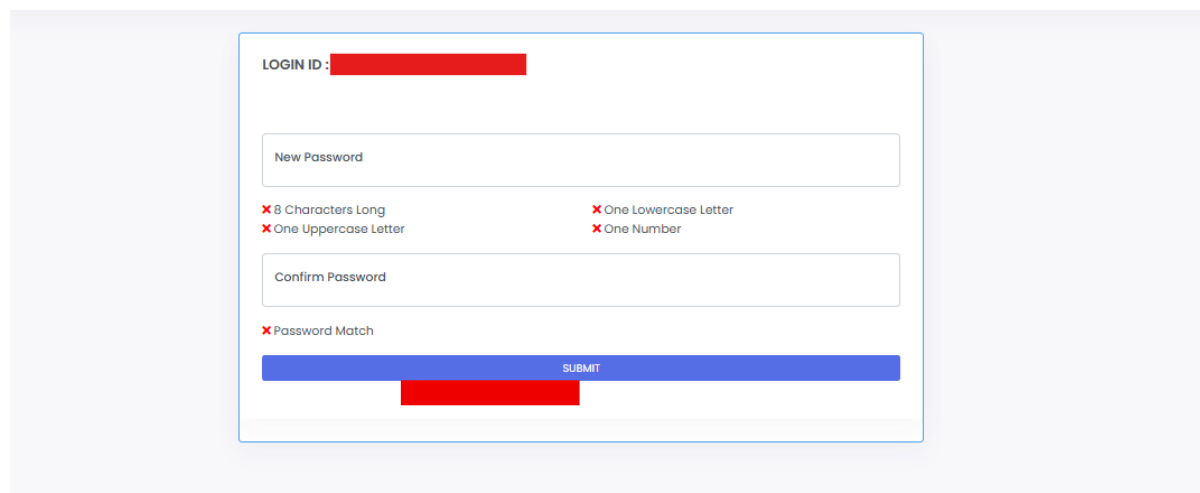
Section C - Password

A. Change Password

1. Click on your name at the top right corner.
2. Select **"Change Password."**



3. You will be redirected to the **Change Password** page.

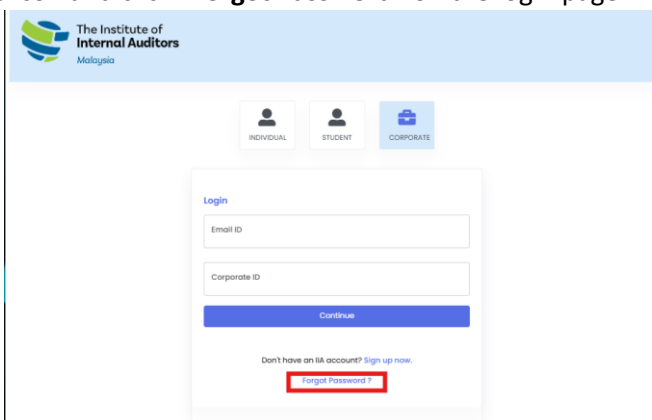


4. Enter your **new password** and confirm it. *Your new password cannot be the same as any of your last five passwords.*
5. Click Submit.

B. Forgot Password

If you forget your password:

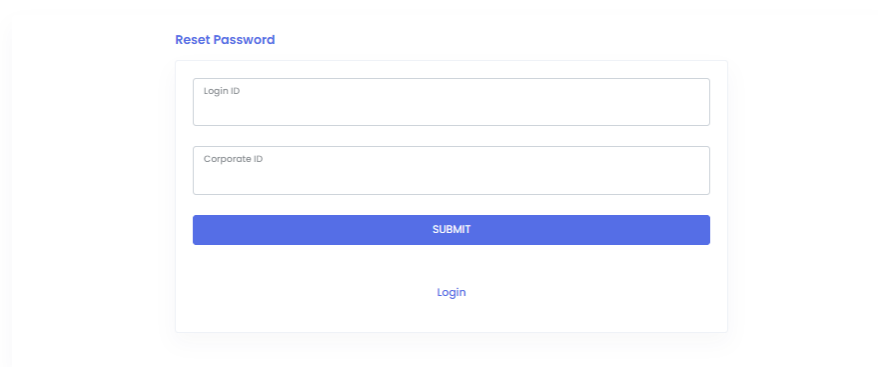
1. Click corporate icon and click **"Forgot Password"** on the login page.



2. You will be redirected to the **Reset Password** page.

Enter the following details:

- **Login ID (your registered email)** – if you forgot your login ID, kindly contact MMS-Support@iiam.com.my
- **Corporate ID**



3. Click **Submit**.

4. A **temporary password** will be sent to your email.

We have received a request to reset your password. If you did not make this request, please disregard this email. Otherwise, you can reset your password using the following temporary password:

383373

If you require further assistance, please contact our customer support team.

Thank You.

5. Use the temporary password to log in and then set a **new password** and submit.
Your new password cannot be the same as any of your last five passwords.

	New Password ✗ 8 Characters Long ✗ One Uppercase Letter ✗ One Lowercase Letter ✗ One Number Confirm Password ✗ Password Match SUBMIT Password updated Successfully OK	
--	--	--