



The Institute of
Internal Auditors
Trinidad & Tobago

TRAINING WEEK 2024

“Elevating Internal Audit Processes”

March 18 - 22, 2024



SEMINAR COSTS PER DAY, PER PERSON (12.5% VAT INCLUSIVE)

<u>IIA Member</u>		<u>Non-Member</u>	
1 Session:	TT \$1,000	1 Session:	TT \$1,250
2 Sessions:	TT \$1,900	2 Sessions:	TT \$2,375
3 Sessions:	TT \$2,820	3 Sessions:	TT \$3,525
4 Sessions:	TT \$3,680	4 Sessions:	TT \$4,600
5 Sessions:	TT \$4,500	5 Sessions:	TT \$5,625

MARCH 2024

TRAINING COURSES

PRESENTER

Monday 18th	Project Management Skills for Internal Auditors - Delivering Audit assignments on time and on budget	Dr. Ruel L.A. Ellis
Tuesday 19th	Documenting Quality Audit Findings	Karla Lewis
Wednesday 20th	Critical Thinking - Tools & Techniques for Internal Auditors	Daniella Williams
Thursday 21st	Performing Effective & Efficient Engagement Risk Assessments	Jagdish Lakhan
Friday 22nd	Agile Auditing (Morning period) Cyber Risk Management & Security Auditing (Evening period)	Anthony Zamore & PwC Team

Training Platform:
IIA ZOOM Virtual Online Link

Time: 9:00 a.m. - 3:00 p.m.
CPEs: 5 per session

For further information, contact the IIATT office at:



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The IIA TT Chapter



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Course Outlines

Project Management Skills for Internal Auditors - Delivering Audit assignments on time and on budget (Day 1)

Audits are sometimes subject to delays, changes in scope, scope creep, and resource shortages. Project management provides a set of tools which can assist in mitigating many of the issues responsible for the failure of Audit projects. This course will provide project management knowledge, skills and attitudes required by audit teams to successfully deliver their projects.

Course Outline

- Understanding project management
- Project planning
- Project execution
- Project closure

Methodology

The course is intended to be interactive, utilizing the knowledge, skills and experience of the participants in their roles as auditors, to shape the project management tools into a toolbox for application in audit projects.

Documenting Quality Audit Findings (Day 2)

Audit findings are the means by which internal auditors communicate the results of the work performed and persuade management to take timely and appropriate remedial action to address control weaknesses and improve the management of risk. It is therefore imperative that the documentation of these findings is a true reflection of the quality of the work performed and the calibre of the internal auditors that conducted the audit. Audit findings must be well documented, impactful and create a compelling argument for change while conforming to the Standards for the Professional Practice of Internal Audit/Global Internal Audit Standards. This session will examine the process for developing objective, clear, concise, constructive, complete, and actionable audit findings.

Course Outline

- The standards for documenting audit findings
- Characteristics of quality audit findings
- Elements of internal audit findings
- Helpful Writing Strategies
- Techniques for mitigating common writing errors
- Checklist for self-review

Critical Thinking - Tools & Techniques for Internal Auditors (Day 3)

Critical thinking is disciplined thinking that is clear, rational, open-minded, and informed by evidence, which makes it ideally suited for application in an audit setting. The concepts and practices presented are designed to enhance audit effectiveness and deliver measurable value.

Critical thinking involves the tasks of collecting and analysing information, drawing compelling conclusions, and providing recommendations and insights that will enable management to effectively manage organizational risks, create a sustainable control environment, improve decision-making processes to achieve organizational strategic goals and objectives in an efficient and effective manner.

Course Outline

- Critical Thinking Overview
- Biases and Fallacies
- Critical Thinking While Interviewing
- Risk Assessments and Critical Thinking



Course Outlines (cont'd)

Performing Effective & Efficient Engagement Risk Assessments (Day 4)

At the foundation of a successful audit is the ability to complete assessments within time constrained boundaries while effectively assessing and testing the key risks. In this training, we will be examining the Engagement Risk Assessment process.

Learning Objectives

Review the key areas of Engagement Risk Assessment.

Practical tips for completing an effective and efficient Engagement Risk Assessment.

Course Outline

- Understanding the expectations and pre-requisites as per the IPPF Standards
 - Understanding the IPPF Standard Guidance on Engagement Risk Assessments
 - Pre-Requisites for conducting Engagement Risk Assessments as per the Standards
- Review the process and understanding of Risk Assessments
- Review and understand risk ratings and residual risk in the context of Audit Risk and Testing
- Understand how to incorporate risk assessments and residual risks in planning, managing and executing audits
- Tools and Techniques to support Efficiency
 - Obtaining a thorough understanding of the organization and the area or process under review prior to commencing the Engagement Risk Assessment process
 - Diligently documenting information gathered during the planning phase
- Applying discussed Tools and Techniques
 - Perform a Gap Assessment
 - Update Internal Audit Policies and Procedures
 - Create a detailed checklist

Agile Auditing (morning period - Day 5)

Course Outline

- What is Agile?
- How does Agile apply to Internal Audit?
- Agile framework within the audit process
- Sprint planning and Scrum Teams

Cyber Risk Management & Security Auditing (evening period - Day 5)

Course Outline

- Cyber risk management overview
- Responsibility for cyber risk management
- Conducting a cyber risk assessment
- Planning and executing a vulnerability assessment and penetration test.



Facilitators' Profiles



Dr. Ruel L.A. Ellis is a lecturer in the Department of Mechanical and Manufacturing Engineering at The University of the West Indies (UWI), St. Augustine in the following courses: Simulation, Project Management, Production/Operations Management, Database Design and Enterprise Information Systems. He is the Coordinator of the MSc. Project Management Program in which he delivers the Project Management Information Systems and Project Management for Small and Medium Enterprises courses.



Karla Lewis has worked in the fields of governance, risk and compliance and internal auditing, within the financial services sector, for over 25 years and has been an Internal Audit Manager for more than ten (10) of those years. She currently works at TRINRE as Manager – Governance, Risk and Compliance where she is responsible for, inter alia, initiating and supporting the development of robust governance, risk management compliance programs and systems and reporting on the progress, status and output of these systems.



Daniella Williams is an ethically driven internal audit professional, with a demonstrated history of over twenty-six (26) years of value-added services in areas of High Risks and Strategic Priorities in the energy, banking, manufacturing and finance & insurance sectors. Ms. Williams has been a Continuous Improvement (CI) Advisor performing Coaching and Facilitation services using CI techniques which included, conducting workshops and performance managing projects.



Jagdesh Lakhan is a Director at Leon Ambrose and Company, an accounting, auditing, risk management and tax practice in Trinidad & Tobago and a consultant with Waterloo Capital Advisors Limited. He specializes in the various aspects of risks and controls assessments, auditing, financial reporting, investment and portfolio management. Jagdesh has over twenty years of experience in the finance industry having commenced his career at PricewaterhouseCooper (Trinidad) where he worked in the various departments of Audit & Assurance, Taxation and Corporate Services.



Facilitators' Profiles (cont'd)

PricewaterhouseCoopers Team



Anthony Zamore is a Director with PwC Trinidad with over 17 years professional services experience. Anthony is a Certified GIAC Penetration Tester, Certified Information Systems Auditor, and Certified Information Systems Security Professional and has completed the SANS 560 Network Penetration Testing and Ethical Hacking course. Anthony is the PwC Caribbean technical cybersecurity lead and has led over 70 cybersecurity engagements throughout the Caribbean within the last six (6) years, including one at Atlantic. Anthony is also a regular conference speaker across the region on cyber security and related topics. Anthony is also an avid blogger and writes on various technical topics. Anthony's articles have also been published in Hackin9 magazine, a leading cybersecurity magazine.



Justin Narine-Ramsepaul is a Manager with the Risk Assurance Services practice of PricewaterhouseCoopers Trinidad and Tobago. Justin holds a Bachelor of Science (Hons) in Computer Science and holds the Offensive Security Certified Professional (OSCP) certification, among others.

He lectured in the areas of Computer Systems Security and Data Mining and Visualization. Justin has over five (5) years experience in supporting the delivery of numerous types of information security assessments across a wide variety of sectors. He has lead and executed over forty (40) security assessments for clients both locally and regionally.



Karen Ettienne
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Risk Assurance
Services



Zhané Mitchell
Manager,
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Alana Warden
Senior Associate,
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Keston Frazer
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