

The Institute of Internal Auditors in Lebanon - IIA

جمعية المدققين الداخليين في لبنان

Membership Application

IIA/Bank Use Only

IIA Membership Number

The Institute of Internal Auditors in Lebanon - Local Registration No 199/d - IIA Inc. No 306

1. Business Data - Kindly Type or Print Clearly

Mr. ☐ Mrs. ☐ Ms. ☐ Miss. ☐

Name (Last) (First) (Middle)

Organization Job Title

Address

City State/Province

Zip/Mail Code Country

Business Phone Business Fax

Job Code (see attached listings) Industry Code (1) (2)

Email 1

Email 2

2. Personal Data - Kindly Type or Print Clearly

Home Address

City State/Province

ZIP/Mail Code Country

Home Phone

Mobile Phone

Have you ever been convicted of a felony? No ☐ Yes, Explain

Are you a Certified Internal Auditor? No ☐ Yes, CIA#

Other Designations

Send Mail to Business Address ☐

Picture

3. Membership Data - Kindly Type or Print Clearly

Please select appropriate membership classification: Individual or Group. Classification is subject to determination by the Membership Committee.

☐ **Member** if member of an institute specify name of organization:

Applicants are kindly requested to provide us

1. One passport-size picture.
2. A copy of the identity card (or substitute).
3. An original judiciary record (issue date not more than 3 months).
4. A Recent Curriculum Vitae (CV)
5. One of the below requirements:
 - Copy of CIA Certificate;
 - Proof of at least one-year experience in Internal Audit;
 - Proof of pursuing his/her education to obtain the CIA certificate within a maximum of 4 years from joining IIA Lebanon; or
 - Member of the academic faculty at the Higher Education Institution, and having interest in internal auditing.

Please specify the name of the IIA Member who introduced you to IIA Lebanon:

The Institute of Internal Auditors in Lebanon - IIA**جمعية المدققين الداخليين في لبنان**

- ☐ Check here, if you **do not** wish your name included on mailing lists other than membership mailings
- ☐ Check here, if you **do not** wish your e-mail address used for IIA communications

4. Dues and Payment - Kindly Type or Print Clearly

See dues payment information next page

Membership Fee: USD 80 (US Dollars Eighty Only).

Notes:

1. Dues include subscription to the "Internal Auditor Magazine".
2. Kindly make your payment in cash through one of the below options:
 - **Cash Deposit at Bank Audi**
Account name: Institute of Internal Auditors in Lebanon
Account #: 01346920-0001
 - **Transfer via NEO by Bank Audi**
Account Name: Institute of Internal Auditors in Lebanon
Account #: 50192442
USD IBAN: LB74005699840153501924420002
SWIFT Code: AUDBLBBX

Your contact person will provide you with a receipt.

5. Applicant's Signature - Kindly Type or Print Clearly**I declare that:**

1. All information contained on this application is true and correct.
2. If accepted, I agree to abide by the Constitution and Bylaws of "The Institute of Internal Auditors in Lebanon", and by the Code of Ethics adopted by The Institute of Internal Auditors to govern its members.

Applicant's Name and Signature:

Date:

Membership Classifications

Please check appropriate membership classification under Membership Data on front page

Member - Open to individuals involved in internal auditing, internal controls, risk assessment, information systems auditing, and related fields.**Dues Payment Information****In Lebanon:**

Membership fee of USD 80 fresh (US Dollars Eighty Only) and appropriate dues for year of admittance must accompany this application.

General Dues Information:

- Dues are billed yearly as per applied fiscal year.
- Dues and application fees are subject to change at any time by the Board of Governors of The Institute of Internal Auditors in Lebanon.
- Annual dues include fee for *Internal Auditor Magazine*.

The Institute of Internal Auditors in Lebanon - IIA

جمعية المدققين الداخليين في لبنان

Return Completed Application to	
Please deliver it by hand to your contact person APPLICANT: PLEASE DO NOT WRITE BELOW THIS LINE For the use of The Institute of Internal Auditors in Lebanon ONLY	
Date Received	Recommended Class of Membership
Name and Number	
For Board of Governors	
(Signature)	(Date)
FOR INSTITUTE OFFICE:	
Approved: Manager of Membership Services	Date

INDUSTRY CODES	
Agriculture, Forestry, & Fisheries 0100 Agricultural, forestry, fisheries, production/services Mining 1000 Mining 1300 Oil & Gas Extraction Contract Construction 1500 Construction Manufacturing 2000 Food/kindred products 2100 Tobacco manufacturers 2200 Textile mill products/apparel 2400 Lumber/wood products (incl. Furniture/ fixtures) 2600 Paper & allied products (incl. Printing/ publishing) 2800 Chemicals 2830 Drugs and research 2840 Petroleum refining and related industries 3010 Rubber and plastics products 3100 Leather, stone and glass products 3300 Primary metal industries 3400 Fabricated metal products (including non-electric machinery) 3500 Industrial and commercial machinery 3510 Aerospace 3520 Computers and related devices equipment 3600 Electrical machinery, electronic equipment & supplies 3700 Transportation equipment 3800 Scientific, photographic, medical goods 3900 Miscellaneous manufacturing industries Transportation, Communications & Utility Services 4000 Land transportation 4400 Water transportation 4500 Air transportation 4700 Other transportation services 4800 Communication services 4810 Telecommunications 4900 Electric/gas/sanitary services 4910 Gas services 4920 Gas and electric services 4930 Sanitary services	Wholesale & Retail Trade 5000 Wholesale trade 5300 Retail trade 5800 Eating and drinking places Financial, Insurance, & Real Estate 6000 Banking & financial institutions 6030 Nonbanking bank services (e.g., leasing) 6040 Thrift and savings & loan organizations 6100 Credit unions 6130 Other credit agencies 6200 Security and commodity services 6300 Insurance carriers, agents, services 6500 Real estate services 6700 Holding/investment companies Services 7000 Hotels/lodging services 7200 Personal/social services 7300 Contracted audit services 7310 Management consultants 7320 Information technology services 7330 Executive placement services 7500 Repair services 7600 Gaming/lottery 7800 Motion pictures/amusement & recreational services 8000 Health services 8100 Legal services 8200 Educational services 8600 Membership organizations 8900 Public accounting/accounting/bookkeeping services 8910 Miscellaneous services Government 9100 Federal/national government 9200 State/provincial government 9300 Local government 9400 International government Non-classifiable 9900 Non-classifiable establishments

The Institute of Internal Auditors in Lebanon - IIA**جمعية المدققين الداخليين في لبنان****JOB CODES**

Select the position that best describes your role and function (not necessarily your exact title) in your organization. Enter the appropriate number in the job code section of the application.

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| 200 Chief Auditing Executive - I am the most senior auditing officer for the organization with ultimate responsibility for the entire internal auditing function. | 275 Audit Services Contractor - I offer internal audit services on a contracted basis. |
| 210 Director of Auditing - I am the chief auditor authorized to direct a broad, comprehensive program of internal auditing within my organization. | 280 External Public Accountant - I am a practicing public accountant, chartered accountant, etc. |
| 220 Auditing Manager - I administer the internal auditing activity of an assigned location within the general guidelines provided by the director of auditing. | 300 Corporate Management - I am a corporate officer, CFO, CIO, CEO (and do not qualify under another job code above). |
| 230 Auditing Staff - I conduct, or assist in conducting, reviews of assigned organizational and functional activities. | 310 Educator - I am principally employed as an educator at a college or university (PhD., DBA, EdD., etc.). |
| 245 IT Auditing Director - I am head of the IT auditing activity within my organization. | 320 Student - I am pursuing a degreed program at a college or university (including doctoral candidates) on a full-time basis. |
| 250 IT Auditing Manager - I administer the IT auditing activity of an assigned location within the general guidelines provided by the director of auditing. | 330 Retired - I am retired from active employment (otherwise refer to another job code). |
| 260 IT Auditing Staff - I conduct, or assist in conducting, reviews of assigned organizational and functional activities related to IT auditing. | 340 Audit Committee Member - I am an audit committee member of a corporate board of directors (and do not qualify under another job code above). |
| | 350 Management Consultant - I am primarily an independent consultant with an interest in internal auditing (otherwise refer to another job code). |
| | 360 Other - Specify title or job description. |