

Anniversary Week 2023

"Evolving the role of Internal Audit"

September 18-22, 2023



The Institute of
Internal Auditors
Trinidad & Tobago

In commemoration of our 35th Anniversary, the IIA TT will be hosting its annual Anniversary Week with a week-long full of training activities.

Training Platform:
IIA ZOOM Virtual Online Link

Time / CPE hours:
9 a.m. - 3 p.m. / 5 CPEs



SEMINAR COST PER DAY (12.5% VAT INCLUSIVE):

IIA Member – Cost is quoted per person

One Session only:	TT \$1,000.00 (US \$193.00)
2 Sessions:	TT \$1,800.00 (US \$310.00)
3 Sessions:	TT \$2,800.00 (US \$456.00)
4 Sessions:	TT \$3,700.00 (US \$588.00)
5 Sessions:	TT \$4,500.00 (US \$705.00)

Non-Member – Cost is quoted per person

One Session only:	TT \$1,300.00 (US \$236.00)
2 Sessions:	TT \$2,400.00 (US \$398.00)
3 Sessions:	TT \$3,600.00 (US \$573.00)
4 Sessions:	TT \$4,800.00 (US \$750.00)
5 Sessions:	TT \$5,800.00 (US \$896.00)

September 2023

TRAINING COURSES

PRESENTER

Monday 18th	Negotiation to Adjudication - What the Internal Auditor should know	Noel Inniss
Tuesday 19th	Data Analytics & Sampling Methods for Internal Auditor	Ronald Mc Lean
Wednesday 20th	Auditing Third-Party Risk	Daniella Williams
Thursday 21st	Engagement Planning - Setting the right tone	Roger Ramdwar
Friday 22nd	Upskilling & Reskilling for the Digital Workplace	Ernst & Young

For further information, contact the IIATT office at:



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The IIA TT Chapter



The IIA TT Chapter



Course Outlines:



Negotiation to Adjudication - What the Internal Auditor should know

Course Outline:

Learning how to navigate through negotiations as an internal auditor can lead to both professional and personal development. This course will outline some practical tips that can be used in effectively steering through the following key areas:

1. Negotiation

- a. Styles
- b. Approaches
- c. Public Service
- d. Private Sector

2. Disputes

- a. Types

3. Resolution

- a. Methods

4. Mediation

5. Arbitration

6. Adjudication



Data Analytics & Sampling Methods for Internal Auditors

Course Outline:

Data analysis is a systematic process used to glean useful information to describe, illustrate, condense, recap, and evaluate data. More and more auditors use data analytics to improve their audit programs and processes, as well as deliver a more comprehensive audit function that can focus on higher-priority risks. In today's organizations, it has become increasingly advantageous for auditors to utilize data analysis during their audit engagements either for 100% testing or sampling.

In this course, participants will develop an understanding of how to analyze data via a systematic process, request the right data from the right sources, rearrange data to prepare results, and interpreting the results into meaningful presentations. Additionally, participants will practice using analytical techniques to develop and execute a simple sampling methodology.

Course Objectives:

1. Define goals for data analysis.
2. Collect data from various sources.
3. Wrangle the data and prepare them for results.
4. Interpret results and present findings.
5. Practical uses of data analysis in auditing.
6. Sample methodology: a case study using data analysis.



Auditing Third-Party Risk

Course Outline:

Third-party service providers are commonly used for a range of activities including compliance, operations, and information technology services. When key third parties fall short of service expectations or fail altogether, the resulting reputational and operational damage to clients can be as significant as or may even exceed the damage suffered by the third party itself. To ensure achievement of the desired business outcomes, Management must therefore prioritize the management of risks.

Internal auditors have an opportunity to provide valuable third-party risk management assurance to management, and this course will provide some practical considerations for use in developing a structure for scoping, planning and executing third-party risk audits.

Course Objectives:

- (1) Identifying key risks involved in managing third-party providers
- (2) Defining a third-party risk audit coverage approach
- (3) Developing a structure for scoping, planning and executing third-party risk audits
- (4) Delivering internal audit engagements that provide appropriate risk-based coverage
- (5) Building proficiencies for assessing third-party IT vendors.



Course Outlines:



Engagement Planning - Setting the right tone

Course Outline:

Benjamin Franklin coined the phrase "If you fail to plan, you are planning to fail". Experienced internal audit professionals will agree that the occurrence of most major mishaps during an internal audit engagement can be traced back to poor planning.

Engagement Planning is mandatory according to the International Standards for the Professional Practice of Internal Auditing and forms part of internal auditing's systematic, disciplined and risk-based approach.

This course will convey the criticality of setting the right tone in engagement planning as mandated by the International Standards for the Professional Practice of Internal Auditing, as well as the steps necessary to fulfill Standard 2200 - Engagement Planning through Standard 2200 - Engagement scope and related assurance (.A) and consulting (.C) implementation standards.

Course Objectives:

1. Understanding the context and purpose of the engagement
2. Gathering information to understand the area or process under review
3. Conducting a preliminary risk assessment of relevant risks
4. Form engagement objectives
5. Establish engagement scope
6. Allocate appropriate and sufficient resources
7. Document the plan



Upskilling & Reskilling for the Digital Workplace

Course Outline:

1. Introduction and importance of digital transformation
 - Overview of digital transformation and its impact on organizations and the role of internal auditors
 - Need for upskilling and reskilling in the context of the digital workplace
 - Benefits of embracing digital technologies and the potential risks if internal auditors fail to adapt
2. Skills required for the digital workplace and assessment against traditional skills
3. Training and learning opportunities
4. Data analytics and visualization
5. Automation and process improvement
6. Cybersecurity
7. Overcoming challenges and building a learning culture



Facilitators' Profiles:



Noel Inniss, LLB, PG Cert, PG Dip, LLM, LEC

Mr. Noel Inniss entered the Public Service in 1979 as a Clerk 1 and over the years acted as Clerk II, Clerk III and Accounting Assistant in the Service Commissions Department. In 1991 he was promoted to Accounting Assistant in the Inland Revenue Department, Ministry of Finance and acted as Accountant 1 and Insurance Officer 1 for a number of years.

In 1999 he was promoted on transfer to the Judicial and Legal Service Commission as a State Counsel I in the Treasury Solicitors' Department, Ministry of Finance and subsequently promoted to State Counsel II in the same Department. From 2003 he acted as Registrar of the Industrial Court and was appointed Assistant Registrar and thereafter Registrar of the Industrial Court from 2004. He retired as Registrar of the Industrial Court with effect from 27th December 2020.



Ronald Mc Lean, CISA, CGEIT, CDPSE

He is a self-motivated leader who enjoys working across diverse stakeholder groups and teams. He has spent the last 24+ years working for organizations in the private sector within the Caribbean and the US. His experience includes
-8 years in finance, performing financial reporting and analysis duties
-16+ years in IT and auditing, establishing the IT audit function in several organizations, acting as an advisor between IT and the business process owners, building audit teams, and developing work programs to test controls for IT risks
Throughout his career, he has had extensive experience with digital transformations, system implementations, business process reengineering, and advising on GRC items at enterprise strategic levels. He has incorporated data analytics throughout his career both as statistical representations and as tools during audit reviews, using many systems such as MS Excel, ACL Analytics, TeamMate Analytics, PowerBI, Tableau.

He prioritizes knowledge transfer and development, and so has been facilitating training on internal auditing, cybersecurity, risk, governance, and managed security topics across the organizations he worked, ISACA Trinidad Chapter, ISACA Jamaica, and other professional organizations for the past 11 years.



Daniella Williams, CIA, CGAP, FCCA, ABCP, CICRA

Daniella Williams is an ethically driven internal audit professional, with a demonstrated history of over twenty-two years of value-added services in areas of High Risks and Strategic Priorities in the energy, banking, manufacturing and finance & insurance sectors.

She has held the position of IIA District Representative for the Caribbean on the North American Chapter Relations Committee of the IIA Inc. and is an advocate for the profession of internal auditing.





Facilitators' Profiles (cont'd):



Roger Ramdwar, FCCA, CA, CIA, CFE, EMBA

Roger is a Certified Internal Auditor as well as a Chartered Accountant with over 30 years of experience, of which in excess of twenty (20) has been in Internal Audit leadership positions. He is also a Certified Fraud Examiner and holds an Executive Masters in Business Administration with Distinction, from the Arthur Lok Jack Graduate School of Business. He currently serves as Vice President Internal Audit at Massy Holdings Limited, where he leads a Regional Team across six (6) countries. Prior to Massy Limited, Roger served in a General Manager capacity for a period of four (4) years and immediately prior led the Internal Audit Functions in two Publicly Listed entities in Trinidad & Tobago.



Ernst & Young Team

Marcus Jardine, CGMA, FCMA, CFE, BSc, SEA

Marcus Jardine is an Associate Partner with EY's Consulting services. He has considerable knowledge of financial reporting, performance management and internal control systems from his experience working in a variety of UK sectors over the past 16 years.

Marcus' skills portfolio includes, risk identification/ assessment, financial performance monitoring and a strong knowledge of internal controls and procedures. Additionally, his experience extends to corporate governance, risk and control reviews and fraud investigative engagements.



Sara Warris



Ronnell Roberts-Reid



Shereen Maharaj



Emerson Ramkaran



Jeremy Naipaul



Esan Reason



Indar Ramcharan