Getting Familiar with Internal Control
– A Workshop on Internal Control

This workshop aims to assist participants to understand elements of internal control and how effective internal control helps an organization to manage risks and improve operational efficiency. Key points of focus below are covered in this workshop and will be supported by practical case illustrations and group activities.

Topics include:

- Overview of internal control including objectives, benefits and limitations
- Components of a healthy internal control system, and types of internal control commonly in place
- An update to key changes and transition to the 2013 Integrated Framework developed by the Committee of Sponsoring Organizations of the Treadway Commission
- How is a control different from an activity
- How does internal control address risks
- What are the criteria for effective policy and procedures

Programme schedule

<table>
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<tr>
<th>Date</th>
<th>Topic</th>
<th>Time</th>
<th>Deadline for Applications</th>
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<tbody>
<tr>
<td>3 October 2013</td>
<td>Getting Familiar with Internal Control – A Workshop on Internal Control</td>
<td>9:30 am – 12:30 pm</td>
<td>26 September 2013</td>
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<tr>
<td>(Thursday)</td>
<td><strong>Speakers:</strong></td>
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<td></td>
<td>• David Samy, Partner, Advisory Services, Ernst &amp; Young Advisory Services Limited</td>
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<td>• Angel Chong, Senior Manager, Advisory Services, Ernst &amp; Young Advisory Services Limited</td>
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<td>• Jeffry Lau, Manager, Advisory Services, Ernst &amp; Young Advisory Services Limited</td>
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Language
Cantonese

Competency
Risk Management

Rating
Intermediate Level*

CPD Credit Hour
3 hours

Fee
$ 420 (members)  
$ 680 (Non-members)

Venue
HKICPA Training Centre  
27/F, Wu Chung House, Wanchai

* Please refer here for descriptions of other competencies and ratings.
Getting Familiar with Internal Control
– A Workshop on Internal Control
October 2013

Please click here for online enrolment
(for HKICPA members only)

Name: (*Mr. / Mrs. / Ms.) __________________________ HKICPA Membership No.: ________________

Company name: ________________________________________________________________

Position held: __________________________________ Email: ____________________________

Telephone No.: __________________________________ Fax No.: _______________________

Please mark a “✓” against the session(s) for which you wish to apply

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<tr>
<th>Session</th>
<th>Description</th>
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<tr>
<td>Getting Familiar with Internal Control – A Workshop on Internal Control (WAU131003) – 3 October 2013</td>
<td>✓</td>
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Admission Fee:
- HK$ 420 per person (HKICPA members)
- HK$ 680 per person (Non-HKICPA members)

Payment by:
- Cheque no.: ________________ (Bank: ________________)
- Visa / Master credit card

*Cheque should be made payable to “Hong Kong Institute of Certified Public Accountants”

For payment by credit card, please fill in the following:

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FOR OFFICE USE

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Note:
1. Please complete the Enrolment Form and return it to the Finance & Operations on or before the deadline, together with full payment.
2. Enrolment is accepted on a first-come-first-served basis. No telephone reservation will be accepted.
3. For credit card payment, please fax the enrolment form to 2893-9853. For payment by cheque, the enrolment will only be processed upon receipt of full payment.
4. Confirmation of registration will be sent by e-mail. If confirmation has not been received 3 days prior to the event date, please contact Ms. Yvonne Chew at 2287-7057 or email: tls@hkicpa.org.hk
5. If typhoon signal no.8 or above / Black rainstorm warning is hoisted at or before 6:30 a.m. on the date of event, the activity will be cancelled. Your admission fee will be refunded in the event of cancellation due to bad weather.
6. No refund will be entertained unless your enrolment is unsuccessful or the event is cancelled due to unforeseen circumstances.
7. All personal data collected from the enrolment process, and administration of the programmes will only be used for the purpose of the administration of the course on which members are enrolled.

Payment & Enrolment Status Enquiry: 2287-7381
e-mail: finance@hkicpa.org.hk

Event Information Enquiry: 2287-7057
e-mail: tls@hkicpa.org.hk