



LEAN Accountancy – what the finance team needs to know

Programme Code: W130522S

This workshop will give delegates an understanding of the concept of LEAN when applied to accounting techniques. Using examples to explain how LEAN accounting can bring sustainable and long-term benefits to the bottom line. Maximise returns by understanding the importance of utilising LEAN techniques and how to use costing data to minimise waste and improve productivity and efficiency.

LEAN accounting seeks to remove or combine as many accounting steps as possible and eliminate paperwork or manual transaction processing and replace them with a focus on value (through value stream analysis). Additionally, LEAN accounting seeks to evaluate the costs of every transaction and process to show the financial benefits of automating or eliminating as many processes in the accounting system as possible.

Working through this presentation will help to reinforce the fact that companies that view LEAN as a long-term transformation will gain a variety of strategically important business results. Delegates will see how those benefits can be seen working their way through the organisation in ways that do not automatically appear on the bottom-line, e.g., as profit improvement or revenue increases.

Date **Wednesday, 22 May 2013**

Time **6:30 p.m. – 9:30 p.m.**

Venue Hong Kong Institute of CPAs,
27/F., Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong.

Format Workshop including case studies

Language English

Fee HK\$750 for HKICPA member or student; and IA/ HKIAAT member or student
HK\$1,500 for non-member

Objectives

- A brief introduction to LEAN manufacturing - its origins
- Why traditional accounting is anti-LEAN
- What exactly is LEAN accounting & its effects on the business
- LEAN practical principles & application in accounting systems
- LEAN tools & techniques

Speaker **W Francis Rowlands** FCMA MCIM AMIMI AAE
Executive President, Dragon Business Skills & Development
Past Chairman, Global Markets Committee, CIMA

Participants All those responsible for managing the cost base, control data flow, managing processes or seeking efficiency improvements. As well as those in accounting and finance, needing to keep procedures effective, all managers who use accounting information for decisions.

Competency Management accounting

Rating Foundation to Intermediate Level
(Please refer to the [Institute's online CPD Learning Resource Centre](#))

CPD hours 3



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<http://www.hkicpa.org.hk>**

CPD ENROLMENT FORM (For Support Programme)

Finance & Operations Department,
 Hong Kong Institute of CPAs,
 37/F, Wu Chung House, 213 Queen's Road East, Hong Kong

Payment & Enrolment Status Enquiry: 2287 7381 e-mail: finance@hkicpa.org.hk Fax : 2893 9853	Course Information Enquiry: 2287 7386 / 2287 7253 e-mail: cpd@hkicpa.org.hk	FOR OFFICE USE
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Deadline: 7 working days before the date of the programme

No.	Membership		Full Name of Participant(s) (Block Letters)	Company	Email address ^{*(2)} (Block Letters)	Programme Code	Fee (HK\$)	
	No.	Status (1)						
1								
2								
3								
4								
* Email address is for enrolment confirmation purpose. Please refer to note (2) for details.							Total (HK\$)	

I am unemployed and not working. I am planning to rejoin the workforce.
 The Institute reserves the right to allocate places to enable the enjoyment of more members in this event.
 The Institute's decision is final. Applicant must submit the enrolment form 10 working days before the event.

Contact Person : _____ Tel No. : _____ Fax No. : _____ E-mail : _____

Payment Method (Please tick the appropriate box)

<input type="checkbox"/> Cheque (no. _____) payable to "Hong Kong Institute of Certified Public Accountants" or "HKICPA"	
<input type="checkbox"/> VISA / MasterCard	<input type="checkbox"/> BOC HKICPA UnionPay card
Card Number: _____	Card Expiry Date (MM/YY): _____
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- Notes:**
- Membership Status: **NP** = Non-Practising, **P** = Practising, **IA** = International Affiliate, **S** = Student, **HKIAAT** = HKIAAT Student or Member, **GAA** = GAA Passport holder, **NM** = Non-Member.
 - Successful applicants will receive confirmation of registration by email at least 3 working days before the event. Unsuccessful applicants will also be notified around the same time. If you have not heard from the Institute regarding your registration 2 working days before the event and if you have other enquiries related to the programme, please make enquiry at 2287 7386 or 2287 7253.
 - NO ADMISSION TICKET will be issued. Please bring your HKICPA membership card or confirmation email for admission purpose.
 - All applications are on a first-come-first-served basis.
 - Application by fax will ONLY be accepted when payment is made by credit card. Please ensure all the particulars relating to payment are completed, otherwise the application cannot be processed. There is NO need to send in the enrolment form again if it has already been faxed to the Institute.
 - Cheque(s) should be made payable to "Hong Kong Institute of Certified Public Accountants". Please issue SEPARATE CHEQUE for each event.
 - NO REFUND/CANCELLATION will be entertained after the application is processed. If you are unable to attend the enrolled programme, you may nominate a substitute to take your place, provided that the Institute is notified in writing at least two working days prior to the event date.
 - All scheduled events will be cancelled and postponed to a date to be announced in the event of typhoon signal no. 8 or above or if a Black Rainstorm warning is hoisted. For details of bad weather arrangement for CPD programmes, please refer to the Institute's homepage.
 - The Institute reserves the right to change the venue, date, speaker or to cancel the event due to unforeseen circumstances.
 - Personal data collected from the enrolment process and administration of courses will be used for the purpose of the administration of the course on which applicants are enrolled. Data collected may be accessible by the Institute's officers, persons or committees processing the application and related matters. In addition, the Institute may use the collected data for statistical research and analysis, for keeping members informed of its services and validation of CPD hours. The Institute intends to use the personal data of your name, email address and correspondence address to inform you of CPD activities, members' benefits, goods, services, facilities and events organized or provided by the Institute or other organizations. For member and student member you may opt out from receiving such materials at any time by login the following link <https://www.hkicpa.org.hk/en/members-area/comm-preference/>. For non-member you may opt out from receiving such materials at any time by sending an email to the Institute at privacyofficer@hkicpa.org.hk or a letter to the Institute's privacy officer.
 - No unauthorized audio or video recording is allowed at CPD events.