



ONE DAY TRAINING on
Mastering the skills of
**INTERNAL AUDIT
REPORT WRITING**

Lahore

15th March, 2022

Luxus Grand Hotel, Lahore

FROM

10:00 AM TO 4:30 PM

Karachi

16th March, 2022

Movenpick Hotel, Karachi

Islamabad

17th March, 2022

Serena Hotel, Islamabad

Learning Objectives

- Analyse the typical audit report structure
- Understand the report writing provisions provided in the standards of IIA
- Enhance the impact of your reports



Case-studies, tools/techniques and practical exercises

TRAINING INVESTMENT

INDIVIDUAL Rs 15,995 (PER PARTICIPANT)

10% DISCOUNT ON

GROUP OF THREE OR MORE

(INCLUSIVE OF SALES TAX, COURSE MATERIAL, RELEVANT CASE STUDIES, LUNCH, TEA, AND CERTIFICATE OF PARTICIPATION.)

PROGRAM CONTENT

- Introduction to report writing
- The Institute of Internal Auditors (IIA) report writing standards
- Internal audit reports - the way forward
- Importance of the executive summary
- Components of audit observation
- Finalizing an internal audit report
- Audit report quality and enhancements
- Improving the report review process

PROGRAM OVERVIEW

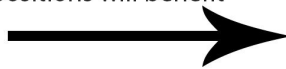
Targeted at both new auditors and more experienced personnel, this training encourages audit professionals to challenge their approach to writing audit reports - the end result of weeks of reviews, analyses, interviews and discussions. Audit reports provide information to management on reviewed areas and, more importantly, brings issues to management's attention that need to be addressed. How well you communicate that information is critical to getting the results you seek.

The key learning benefits are:

- Understand the report writing provisions provided in the standards of IIA
- Analyse the typical audit report structure
- Enhance the impact of your reports

WHO SHOULD ATTEND

This is a hands-on course that focuses on the organization and structure of audit reports, and includes case study activities for practicing the basics of audit report writing. The following job titles/ positions will benefit from attending:



- Internal auditors and assurance professionals
- Internal audit managers and supervisors
- Internal audit directors
- Internal control specialists
- Accounting analysts
- Professionals interested in improving their report writing
- Chief Audit Executives

COURSE FACILITATOR

Masood Pervaiz FCA, CIA, CISA

Highly skilled and overtly trainee focused Educational leader and trainer having strong commitment to the tasks assigned. Trustworthy professional with superior communication skills.



Please send the following information of the participant(s) through e-mail :

- | | |
|------------------------|----------------|
| 1. Name of Participant | 2. Designation |
| 3. Organization | 4. Telephone |
| 5. Cell # | 6. E-mail |

Recent Trainings:

- Two days training on Internal Audit Capacity Building for officers of Punjab Excise and Taxation Department - Islamabad
- Information Technology Audits - Lahore & Karachi | Pakistan
- Us Aid | Capacity Building for Wapda Employees Budgeting & Audit Reports - Islamabad | Pakistan
- Simfotix | One day training for Al-Hilal Bank Employees on Banking Frauds - FRM - Abu Dhabi / Dubai
- One day Training for Ministry of Afghanistan Employees on Risk Based IT Audits - Turkey

FOR DETAILS & REGISTRATION:

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