

# Governance for the Audit Committee Members

27 June 2018 (Wednesday),  
Hotel Armada Petaling Jaya

The Audit Committee (AC) is central to an effective Corporate Governance (CG) at any organisation. The AC plays an important role in providing an effective oversight of the performance, independence and objectivity of the auditor and the quality of the audit.

Learn how you can improve the adaptation and integration of the concept and fundamental components of CG, as well as having an effective AC in your organisation. This CG process will cover building an effective and active Audit Committee, monitoring the Audit, Risk Management and Compliance functions in order to achieve cooperation among these functions and improve the CG process within the organisation.

This programme will show you how an effective CG implementation enables the assessment, monitoring and reporting of governance risks in support of decision-making, business performance, and adherence to regulations, policies and mandates. It will also augment your professional knowledge about the AC's role, principles, responsibilities and requirements.



PRESENTED BY  
**HESHAM HAMDY**  
International Risk Management  
and CG Expert

## OBJECTIVES

This programme seeks to help you:

- Improve alignment of organisational mission, vision and values
- Increase decision-making agility
- Increase accountability for key objectives, risks, and initiatives
- Understand Audit Committee skills and responsibilities
- Develop and support a board that adds exceptional value
- Measure the performance of the board AC for continuous improvement
- Enhance expertise in planning, assessing, and improving AC to achieve Principled Performance
- Improve ability to assess, evaluate, and audit the performance of CG activities and controls

## WHO SHOULD ATTEND

- Company Directors & Aspiring Directors
- Company Board Secretaries
- Board Consultants
- C Suite Executives: CIO, CTO, CFO, CMO, CHRO, etc

## METHODOLOGY

Lectures, discussions and Q&A sessions.

## PROGRAMME OUTLINE

- **CG, what is it about? Benefits & Barriers**
  - > Definition, goals, basics, and principles of CG
  - > The added value of CG
  - > Barriers/obstacles that prevent full implementation of CG
  - > Building CG framework
  - > External & internal parties involved in governance process
  - > Governance Committees
  - > Enabling collaboration across business functions
  - > Executive Management & Board Members
    - good governance relies on a structural separation: consequences of combining roles
  - > International codes for governance effectiveness
    - selecting & applying those that best suit local imperatives and circumstances
- **Roles and Responsibilities of Audit Committee (AC)**
  - > What does being an AC Member mean?
  - > What does it entail?
  - > Key Responsibilities: who should chair the Committee?
  - > Examining and Reassessing the experience, qualifications and sector knowledge
  - > Underlining the Committee Role, Duties and Liabilities
  - > Identifying the AC role and responsibilities
  - > Describing managing versus directing
  - > Distinguishing Chairman and committee member role separation
- **The Governance Role of the AC**
  - > Lay solid foundations for management and oversight
  - > Structure the board to add value
  - > Promote ethical and responsible decision-making
  - > Safeguard integrity in financial reporting
  - > Make timely and balanced disclosure
  - > Respect the rights of shareholders
  - > Recognise and manage risk
  - > Remunerate fairly and responsibly
  - > Encourage enhanced performance
  - > Recognise the legitimate interests of stakeholders
- **10 Principles for AC and the Regulatory Framework**
  - > Structure and working relationships of all parties
    - audit committee, rest of the board, internal audit, external audit, risk management
  - > The Risk Management, Compliance & Internal Audit Triangle
  - > Communication with internal and external stakeholders
- **Role of the AC in the areas of Risk and Compliance**
  - > Risk Management
    - concepts of risk appetite, risk tolerance, risk capacity, risk register
    - control systems and reporting (measurement)
  - > Risk Management Taxonomies
  - > Compliance: scope, AML & CTF, Fraud and compliance risk
  - > Connecting the dots: 10 principles for ACs
- **Board Self Evaluation for SOEs**
  - > Board Assessment/Positioning (context and stakeholders)
  - > Strategy (leadership & purpose)/Culture (relationship & behavior)
  - > Analysis (interactions and decisions)/Peer Assessment

## PARTICIPANTS' DETAILS

**Participant 1** Full name as per I/C (Dato' / Datin / Dr / Mr / Mrs / Ms):  Vegetarian Meal

Membership No.:

Designation: Email:

Member  Non-member  Sponsored Staff<sup>1</sup>

(Sponsoring MIA member's name & membership no.)

**Participant 2** Full name as per I/C (Dato' / Datin / Dr / Mr / Mrs / Ms):  Vegetarian Meal

Membership No.:

Designation: Email:

Member  Non-member  Sponsored Staff<sup>1</sup>

(Sponsoring MIA member's name & membership no.)

**Participant 3** Full name as per I/C (Dato' / Datin / Dr / Mr / Mrs / Ms):  Vegetarian Meal

Membership No.:

Designation: Email:

Member  Non-member  Sponsored Staff<sup>1</sup>

(Sponsoring MIA member's name & membership no.)

## ORGANISATION'S DETAILS

Organisation:

Industry: Contact Person:

Address:

Email: Tel: Fax:

GSTID No.:

(Applicable for Companies/Individuals registered with the Royal Malaysian Customs Department) Signature & Company Stamp:

## PAYMENT DETAILS

### Payment by Cheque

Bank & Cheque No.: Amount RM:

### Payment by Credit Card

Visa  Master

Cardholder's Name:

Card No.: Expiry Date:

I Authorise Payment of RM:

Cardholder's Signature: Date:

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## TERMS & CONDITIONS

### PROGRAMME FEE

- Fee is payable to **MALAYSIAN INSTITUTE OF ACCOUNTANTS**
- Fee includes course materials, lunch and 2 tea breaks per day.
- Full payment of the above amount shall be made within thirty (30) days from the date of the Payment Advice or on the day of the event, whichever earlier.
- Admittance may be denied upon failure to make full payment as per the above requirement.

### CANCELLATION/TRANSFER

Upon registering, participant(s) are considered successfully enrolled in the event. Should participant(s) decide to cancel/transfer their enrolment, a cancellation/transfer policy shall be applied as follows.

a. Written cancellation/transfer received less than seven (7) days from the date of the event:

- A refund (less administrative charge of 20%) will be made
- Unpaid registrations will also be liable for 20% administrative charges

b. Written cancellation/no show on the day of the programme:

- No refund will be entertained
- Unpaid registrations will also be liable for full payment of the registration fee
- Partial cancellation is not allowed

You can substitute an alternate participant if you wish to avoid cancellation/transfer charges. Any difference in fees will be charged accordingly.

**\*Please select the participant classification carefully as it determines the fee payable. No alteration will be allowed after the registration is accepted. Terms and conditions apply.**

*<sup>1</sup>The Sponsored Staff must report directly to the sponsoring MIA member in his/her firm or company.*

### CERTIFICATE OF ATTENDANCE AND CPE HOURS

- Upon full attendance of the programme, participants will be issued an "E-certificate". Participants will receive an email with a download link and are required to download the e-certificate within 30 days. For this purpose, it is **COMPULSORY** to fill in the email address clearly.
- For MIA members, the CPE hours will be credited into the Membership System within 2 weeks of the event.
- Participants will only be entitled to the CPE credit hours upon attending the entire duration of the programme. **CPE credit hours will not be accorded for partial attendance.**

### DATA PROTECTION

Personal Data is gathered in accordance with the Personal Data Protection Act 2010 (Act 709).

### DISCLAIMER

Malaysian Institute of Accountants (MIA) reserves the right to change the speaker(s), date(s) and to cancel the programme should circumstances beyond its control arises. MIA shall not be responsible for any costs, damages or losses incurred by the participant due to the changes and/or cancellation. MIA also reserves the right to make alternative arrangements without prior notice should it be necessary to do so. Upon signing the registration form, you are deemed to have read and accepted the terms and conditions.

## FACILITATOR

### HESHAM HAMDY

Hesham Hamdy is an international corporate governance consultant, experienced in the areas of Corporate Governance, Risk Management and Internal Audit. He had previously key senior positions, including as the Chief Risk Officer of Arab International Bank, Chief Risk Officer of Bank of Alexandria-Intesa Sanpaolo Bank, Chief Audit Executive of Bahrain Islamic Bank, Chief Compliance Officer of Bank of Alexandria-Intesa Sanpaolo Bank, and the Quality Assurance Team Head of Egyptian American Bank.

Hesham Hamdy has conducted training at many organizations across the region including Tabung Amanah Pekerja, Brunei; the Oil & Gas Skills Training Center, Egypt; Commercial International Bank, Egypt; the Egyptian Banking Institute, under the umbrella of the Central Bank of Egypt; the General Organisation of Social Insurance, Saudi Arabia; the American University in Cairo, Egypt; Ecole Supérieure Libre des Sciences Commerciales Appliquées (a private and independent institution of higher education). He also facilitated at public training courses in London, Singapore, Malaysia, Sri Lanka, Thailand, Jordan, Qatar, Brunei, Egypt and Dubai

## PROGRAMME FEES

Member (MIA/Boardroom Clients & Associates)	RM 1,500
Member Firm's Staff/Sponsored Staff <sup>1</sup>	RM 1,600
Non-member	RM 1,800

<sup>1</sup>For members, please tick where applicable:

Participant	Association		
	1	2	3
			MIA member
			Boardroom member

## PROGRAMME DETAILS & REGISTRATION

27 June 2018 (Wednesday),  
Hotel Armada Petaling Jaya

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## IMPORTANT NOTES:

Registration is on a first-come-first-served basis.  
Only fully completed registration form will be processed.