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Learning Interventions since 2003*



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PRESENTS

PROFESSIONALLY AUDIT COMMITTEE MEMBER (PAACM) DESIGNATION COURSE

*This is an essential **must attend** opportunity for members of Audit and Risk
Management Committees and Chief Internal Auditors*



COME LEARN, NETWORK AND GROW!

Dates: January 11, 9:00am-3:30 pm
January 12 & 14, 5:30-8:30 pm
Location: Blended/Virtual learning from a
Jamaican North Coast Hotel

Cost per person: US\$1,650.00/Learner
Or JM\$ or TT\$ Equivalent
Cost exclude **hotel stay**. Contact us for details

**ALL OUR COURSES ARE ALSO AVAILABLE IN CUSTOMIZED/BESPOKE
MODALITIES**

Registration Information

Registration may be done using any of the methods below:

Online at: <https://www.corporategovernanceadvisors.com/#upcoming-workshops>

Tel: 876 561-1046 | 868 689-0606 | 876 324-0606

Registration deadline is 10 working days before the event.

Up-to 12
CPD Credits
Available

PROGRAMME OVERVIEW

Effective Corporate Governance has to be a key remit for Auditors. As such, Audit Committees need to raise the bar in the area of Corporate Governance and this is precisely the focus of this course for Audit Committees. The Audit Committee (AC) Course, is critically relevant to supporting the Board's role in reviewing the Governance processes including the risk appetite of and external audit management letter for the organization. This workshop will raise the bar of professionalism and provide a more meticulous approach in the execution of the remit of the Board's Audit and Risk Management Committees.

TOPICS

- **The CONTEMPORARY Audit Committee and MEMBER**
A BIG Picture overview of Key Topics and Issues – What every Audit Committee Member MUST know to survive and thrive during and beyond Covid-19 pandemic.
- **Essential Audit Committee Process and Committee Composition**
For enhanced AC Effectiveness
- **Two Critical Relationships to be Nurtured by EVERY Audit**
The External and Internal Auditors
- **Risk Management Processes and the Nature of Risk Oversight by the Audit Committee**
Assessing the effectiveness of business continuity planning and more
- **Become “Audit Committee Accredited”**
at the end and earn the prestigious PAACM designation

WHAT YOU WILL LEARN AND TAKE BACK TO YOUR AUDIT COMMITTEES

1. The importance and key components of audit committee charters and work plans;
2. Understanding the changing roles, responsibilities and accountabilities of the audit committee;
3. Critical issues in the committee's responsibility for financial reporting;
4. Defining the committee's role in risk management, internal control and related disclosure;
5. Audit committee composition and qualification of members;
6. Maximizing the Audit committee's relationships with Management, the Board, and both the internal and external auditors;
7. Effective meeting processes and high quality, timely information;
8. Paying attention to red flags and asking the right questions;
9. Resolving differences of opinion and conflict within the Committee and between interacting with the Audit Committee; and Committee performance evaluation and continual improvement.

WHO SHOULD ATTEND

1. Current and prospective Audit and Risk Management Committee Chairs and audit and risk management committee members who want to improve and optimize their effectiveness in their roles
2. Chief Internal Auditors and team members, CFOs, CEOs and other senior executives who work with their audit committees
3. CPAs, lawyers and other professionals who consult with audit committees
4. Professional Students of Auditing, Accounting, Finance and Risk Management

BECOME A MORE EFFECTIVE AND ACCREDITED AUDIT COMMITTEE MEMBER

With top faculty and governance experts from across the Caribbean, you will strengthen your knowledge of what is means to become a more effective Audit Committee Board member. You'll learn about the MOST CURRENT

perspectives that must be grasped by Audit Committee members if they are to fulfil their duties and obligations on behalf of the Board as competent and probing committee members. You will discover the MOST UP-TO-DATE governance processes and tools that will transform your Audit Committee beyond mere compliance and help it capture opportunities that generate long-term value for BOTH the Board and the organization. This pioneering Caribbean Corporate Governance Accredited Course assembles audit committees thought-leaders and practitioners to discuss the need for improved accountability through more relevant boardroom practices, nurturing key relationships, essential boardroom behaviours and culture. This unique course brings together experts in various fields to share practical experiences and to help you better understand how audit committee practices, behaviours and culture confront the delivery of modern 21st Century audit committee roles.

CERTIFICATION

This course is uniquely pioneering and most comprehensive of any programs available to Audit Committee members. By writing and passing the 1-hour EXAMINATION at the conclusion of the course, you will earn the prestigious and highly coveted designation of “**PROFESSIONALLY ACCREDITED AUDIT COMMITTEE MEMBER (PAACM)**” designation and be entitled to use the post nominal “PAACM” after your name. Obtaining this certification will establish that as a member of your organization’s Audit Committee, you have achieved the **Platinum standard** in audit committee education and contemporary audit committee best practices. It demonstrates that you have the knowledge and skills necessary for survival, and indeed success, in our increasingly litigious and complex regulatory international corporate governance environment. And it demonstrates your commitment to good governance and audit committee competence and prudence.

QUALIFYING EXAMINATION, TWENTY-FIVE (5) MULTIPLE CHOICE EXAMINATION. DATE AND TIME WILL BE ANNOUNCED TO THE CONVENIENCE OF ALL LEARNERS.

WORKSHOP METHODOLOGY AND PROGRAMME

This 2-day equivalent highly intensive and interactive learning experience covers some of the most relevant, practical and internationally emerging issues in the audit profession. It explores the different aspects of the role of the Audit Committee and “a must attend” for even those who would have attended GovStrat’s similar events in the last 18 months. The course includes highly interactive lecture sessions and case studies.

DAY 1: 9:00AM-3:30PM EST.

THE FOURTH INDUSTRIAL REVOLUTION AUDIT COMMITTEE: A BIG PICTURE OVERVIEW OF KEY TOPICS AND ISSUES

What every Audit Committee Member MUST KNOW to survive and thrive in today’s tumultuous environment.

Facilitator:

Topics:

1. What should Audit Committees be doing now regarding the oversight of Internal Audit, and how will this be affected by the pandemic?
2. What does a highly effective, best practice audit committee look like, in structure, membership and functioning?
3. What are the current issues and challenges facing audit committees?
4. Learn how to properly define the audit committee’s scope of oversight responsibilities and how to effectively discharge them;

5. Audit Corporate Governance (CG) effectiveness.
6. Discover how the AC should correctly articulate and disclose its committee responsibilities and accountabilities including structure, process and membership requirements.
7. Find out how to appropriately and clearly set expectations for the committee's information needs to ensure decisions are well founded and reality based.
8. Create the model "AC" work plan

DAY 2: 5:30 PM -8:30 PM, EST.

ESSENTIAL AUDIT COMMITTEE PROCESSES AND COMMITTEE COMPOSITION FOR ENHANCED AC EFFECTIVENESS

Facilitator:

Topics:

1. The Independence
2. Learn how key AC processes can empower the audit committee to provide better information for decision making on critical issues.
3. How to ensure accurate and quality reporting.
4. Discover the skills (soft and technical) and qualifications of an effective audit committee chair.
5. Find out how effective relationships among the AC Chair, committee members, and management are created and sustained.
6. What should Audit Committees be doing now regarding the oversight of IT risk including Cyber Security, and how will that be affected by the pandemic?

DAY 3: 5:30 PM- 8:30 PM, EST.

TWO CRITICAL RELATIONSHIPS TO BE NURTURED BY EVERY AUDIT COMMITTEE: THE EXTERNAL AND INTERNAL AUDITORS

Facilitator:

Topics:

1. Understand the audit committee's responsibilities for oversight of external and internal audit.
2. Establish a framework for defining the roles and reporting structures of both audit functions.
3. Clarify how to maximize the potential benefits with your external and internal auditors.
4. Learn how to develop strong relationships, set expectations for accountability and assess the performance of both the internal and external audit teams.
5. Understand internal audit's critical role in providing assurance on key organizational risks, governance processes, and major initiatives.
6. Communication with Stakeholders

DEBRIEF SESSION – LESSON LEARNED

“PROFESSIONALLY ACCREDITED AUDIT COMMITTEE MEMBER (PAACM) DESIGNATION” EXAM

QUALIFYING EXAMINATION: TWENTY-FIVE (25) MULTIPLE CHOICE EXAMINATION

The Course is also available in **BESPOKE MODALITY** to corporations who would like to receive the services at their own time and convenience. We also provide this program to Audit committees of subsidiaries of parent companies as a special package. Contact us for more details.

FEE STRUCTURE AND POLICY

- A. Corporate rates are available for groups of five (5) or more learners from the same company at 10% discount. Fees include all learning course material and a Certificate of Participation.
- B. Full payment or payment arrangement should be confirmed at least 10 days before carded date of the event.
- C. Registration confirmation is assured only on receipt of full payments.
- D. While we understand companies and government procurement processes and usually receive payments up to 10 days after the event, private individuals sponsoring themselves must pay in full at least 72 hours before the event.
- E. No refund for cancellation within 5 working days of each event. Substitution of persons is allowed providing that notice is given at least 2 days before the event. No refund for “no showers” and where companies are yet to pay, full payment is expected.
- F. Only a limited number of participants will be admitted to facilitate a high level of participatory learning.
- G. The course maybe postponed or cancelled at any time without prior notice by the hosts and or organizers. In such circumstance, full refund will be made where applicable
- H. We accept corporate and managers’ cheques, banker’s draft and wire transfer (bank-to-bank) in local currencies where applicable based on invoice instructions and United States Dollars.
- I. By completing and returning our registration form means you have agreed to all the terms of this Policy.

PROFILE OF LEAD FACILITATORS

Judith Miller is a chartered accountant with over twenty-five (25) years’ international experience in audit and accounting across several industries ranging spanning financial services, manufacturing, retail, hospitality, government entities, to name a few. She has worked globally with the Big 4 Chartered Accountants - PwC & KPMG - in Jamaica, The Bahamas, Papua New Guinea, Mongolia, Isle of Man, Gibraltar, Guernsey and by extension, the UK. Judith is adept at leading large teams and brings a proven record of performance in achieving high quality outcomes whilst working efficiently within tight deadlines, and ensuring compliance to accounting standards, such as International Financial Reporting Standards (IFRS), UK General Accepted Accounting Principles (GAAP) and International Accounting Standards (IAS). In addition to her sound technical skills, she has extensive experience in training, negotiation, people management, amongst others. Judith is accomplished Training Manager and has designed and delivered training courses throughout her professional experience in PwC Bahamas and PwC Papua New Guinea as well as KPMG Jamaica. As a Change Manager, she has participated in technical projects such as the AURA auditing software in PwC Bahamas. Additionally, she has ensured the timely preparation and presentation of accurate Audit Strategy documents to Audit Committees and/or Boards of Directors detailing audit approaches, progress, issues, reporting and recommending remedial actions then working proactively with client executives to implement these actions; monitored internal controls for compliance, risk and interdependence in accordance international standards and coached and mentored both audit and client staff and managers.