

# IT AUDITING FUNDAMENTALS

## COURSE DETAILS

**Schedule:** April 21, 22, 23, 24 and 25, 2025

**Duration:** Five half-day sessions

**Time:** 8:00 am to 12:00 noon per session

**Knowledge Level:** Basic to Intermediate

**Delivery Format:** **Online Training / Webinar**

**Competency:** Governance, Risk and Control, Business Acumen, Critical Thinking, Internal Audit Delivery

**Position Level:** Internal Auditors, IT personnel, Compliance and Risk Officers, Operating Management, Finance Personnel, or anyone interested to know about the IT Audit process

**Fee:** Php 9,408.00 per participant inclusive of VAT

## COURSE OBJECTIVE

The objective of this course is to provide a general overview of IT Auditing, within the context of today's business environment that is highly dependent on IT. At the end of the course, the participants are expected to understand the value of IT and IT controls in Business Operations and Strategy. They will also understand Information Systems control and auditing frameworks.

## COURSE OUTLINE

### **MODULE 1: OVERVIEW OF IT**

### **MODULE 2: IT GENERAL CONTROLS REVIEW**

#### **PART 1: Technology Risk Model**

#### **PART 2: IT Security Frameworks**

#### **PART 3: Definition of General Controls**

#### **PART 4: Areas of General Controls**

- Data governance (transfer, storage, retention, disposal)
- User access management
- Privilege access management
- Remote access

- End user controls
- Encryption
- Network security
- Physical and environmental security
- Human security
- Incident management
- Change management
- Business continuity and disaster recovery
- Third party management
- IT project management
- Post implementation review

### **MODULE 3: IT APPLICATION CONTROLS REVIEW**

#### **PART 1: Definition of Application Controls**

#### **PART 2: Types of Application Controls**

#### **PART 3: Application Controls Risk Assessment**

- Data classification
- Authentication
- Authorization
- Encryption
- Auditing and logging
- Error handling
- Session management

### **MODULE 4: DATA PRIVACY**

#### **PART 1: Data Privacy Act**

#### **PART 2: Data Privacy Risk Assessment**

- Transparency
- Legitimate purpose
- Proportionality
- Collection
- Use and disclosure
- Data quality
- Data security
- Organizational security

- Physical security
- Technical security
- Disposal
- Cross border data flow

## Summary and Wrap up

### REGISTRATION

To register, please consider either of the following options:

- Option 1: Please visit CIASP website, [www.ciasp.com.ph](http://www.ciasp.com.ph). Click on the "Register" button for the seminar on **IT Auditing Fundamentals**. You will be directed to an online Google form. Please fill in your details on the form and click 'Submit.' We will acknowledge your registration as soon as practicable.

Or click here to register:

[https://docs.google.com/forms/d/e/1FAIpQLScR1YZV\\_oWolGJePg6uDr7PKuGhVG6l\\_wnF8rACgZx4uESagQ/viewform](https://docs.google.com/forms/d/e/1FAIpQLScR1YZV_oWolGJePg6uDr7PKuGhVG6l_wnF8rACgZx4uESagQ/viewform)

- Option 2: You can email or communicate with us through [information@ciasp.com.ph](mailto:information@ciasp.com.ph) and/or [centerforinternalauditservices@gmail.com](mailto:centerforinternalauditservices@gmail.com). Please provide your full contact details (full name, organization, designation, email address, office phone and mobile phone).

We will provide billing invoice upon receipt of the registration.

### FEES AND PAYMENT DETAILS

- Regular Rate - Php 9,408.00 inclusive of VAT.
- Limited slots. Guaranteed seats will be given to those with paid registration.
- Payments can be made in **cash or check**.
- Payment should be deposited to any BPI branch. Payment can also be done through online funds transfer (e.g. PesoNet, GCash, Maya, InstaPay, bank wire transfer, etc.).

CIASP bank account details are:

- Bank of the Philippine Islands (BPI)
- Current Account Number: 1621-0070-72
- Account Name: Center for Internal Advisory Services Philippines Inc
- SWIFT Code/BIC: BOIPHMM
- For check payment, please make it payable to the account name.
- For GCash transfer – bank: BPI; payee: Ciasp; account number: 1621007072

- Payment through **credit card or debit card** (Mastercard, Visa, Amex) through Paypal also accepted.
- Please email scanned copy or picture of deposit slip or online transfer form so we could confirm receipt and provide the relevant seminar details and procedures.

## OTHER SEMINAR DETAILS

- Seminar Inclusions:
  - Attendance to the webinar sessions
  - Access to the google drive for viewing of materials and session notes
  - Certificate of completion
- Delivery Mode:
  - Webinar/Meeting through Zoom
- Time Schedule for the Webinar Sessions
  - 8:00 am to 12:00 noon per session

## CONTACT DETAILS

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