

CIA REVIEW ONLINE PROGRAM

PROGRAM INFORMATION

Schedule:

- Part 1: Eight sessions at 3.5 hours per session
 - August 3, 10, 17, 24, 31; September 7, 14 and 21, 2024
- Part 2: Eight sessions at 3.5 hours per session
 - October 5, 12, 19, 26; November 9, 16, 23 and 30, 2024
- Part 3: To be arranged

Fees:

- Part 1
 - Regular Rate: Php 7,500.00 inclusive of VAT
- Part 2
 - Regular Rate: Php 7,500.00 inclusive of VAT

Knowledge Level: Intermediate

Competency: Based on CIA Exam Syllabus

Delivery Format: **Online Training through Zoom**

Position Level: Internal Auditors and other non-audit personnel interested in attaining the CIA certification

ABOUT THE CIA

The Certified Internal Auditor is the premier certification offered by the Institute of Internal Auditors (IIA). CIA candidates should fulfill requirements related to education, experience and ethics, among others. CIA candidates are expected to:

- Possess current knowledge of The IIA's International Professional Practices Framework (IPPF) and demonstrate appropriate use.
- Be able to perform an audit engagement with minimal supervision in conformance with The IIA's International Standards for the Professional Practice of Internal Auditing.
- Be able to apply tools and techniques to evaluate risks and controls.
- Demonstrate knowledge of organizational governance.
- Apply knowledge in business acumen, IT, and management needed for internal auditing.

For more information, please visit the IIA website and read the Certification Candidate Handbook.

PROGRAM DESCRIPTION

The **CIASP CIA Review Online** Program is a unique and intensive program that will prepare the participants to hurdle the CIA examination. The program will be delivered through online webinar format to be flexible and adaptable to the needs of the participants. The program uses an effective methodology to deliver a comprehensive range of subjects covered in the CIA exam syllabus. The program will be taught by subject matter expert(s) who are also topnotchers in the CIA, CISA and CPA exams.

The CIASP Program has already produced successful CIA examinees.

SESSION SCHEDULE AND DETAILS

Schedule:

- **Part 1: Eight sessions**

	Date	Time	Module
1	August 3, 2024	8:00 am – 11:30 am	Part 1 Overview; Foundations of IA
2	August 10, 2024	8:00 am – 11:30 am	Foundations of Internal Auditing
3	August 17, 2024	8:00 am – 11:30 am	Independence and Objectivity
4	August 24, 2024	8:00 am – 11:30 am	Proficiency & Due Professional Care
5	August 31, 2024	8:00 am – 11:30 am	Governance
6	September 7, 2024	1:30 pm – 5:00 pm	Risk Management
7	September 14, 2024	1:30 pm – 5:00 pm	Control
8	September 21, 2024	1:30 pm – 5:00 pm	Fraud; QAIP

- **Part 2: Eight sessions**

	Date	Time	Module
1	October 5, 2024	8:00 am – 11:30 am	IA Operations / Reporting
2	October 12, 2024	8:00 am – 11:30 am	Risk Based Audit Plan
3	October 19, 2024	8:00 am – 11:30 am	Engagement Planning
4	October 26, 2024	8:00 am – 11:30 am	Performing the Engagement – 1
5	November 9, 2024	1:30 pm – 5:00 pm	Performing the Engagement - 2
6	November 16, 2024	1:30 pm – 5:00 pm	Communicating Results
7	November 23, 2024	1:30 pm – 5:00 pm	Monitoring and Supervision
8	November 30, 2024	8:00 am – 11:30 am	CAATs

Delivery:

- Webinar/Meeting through Zoom

Facilitator(s)

- Pol B. Mirafuentes; President, CIASP
- Other resource speakers in CIASP pool, if applicable

Notice

- Schedules may be subject to change with appropriate notice.

REGISTRATION

To register, please consider either of the following options:

- Option 1: Please visit CIASP website, www.ciasp.com.ph. Click on the "Register" button for the **CIA Review Online Program**. 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.
- Option 2: You can email or communicate with us through information@ciasp.com.ph and/or centerforinternalauditservices@gmail.com. Please indicate the chosen schedules or modules. Please provide your full contact details (full name, email address, office phone, mobile phone, organization and designation).

We will provide billing invoice upon receipt of the registration.

FEES AND PAYMENT DETAILS

- Part 1
 - Regular Rate: Php 7,500.00 inclusive of VAT
- Part 2
 - Regular Rate: Php 7,500.00 inclusive of VAT
- *Above fees may be subject to change with appropriate notice.*
- Only paid participants will be given access to the online training sessions
- The fee includes:
 - Attendance and access to the webinar sessions
 - Copy of the presentation or powerpoint slides in pdf
 - References and other reading materials
 - Practice questions
 - Mock exam
 - Certificate of participation

- Payment for this CIA Review Online Webinar Program can be made in **cash or check**.
- Payment should be deposited to any BPI branch. It 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: BOIIPHMM
 - For check payment, please make it payable to the account name.
 - For GCash transfer: Bank: BPI; Account name: Ciasp; Account number: 1621-0070-72
- 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.

CONTACT DETAILS

Email: information@ciasp.com.ph or centerforinternalauditservices@gmail.com

Website: www.ciasp.com.ph

Landline: (63-2) 87887928

Mobile: 0915-7068046

PROGRAM MODULES – PART 1

Session/ Module	Description	Topics
1	Orientation (Preliminary Module)	<ul style="list-style-type: none"> • Orientation on the CIA Exam • Overview on the International Professional Practices Framework (IPPF) / International Standards for the Professional Practice of Internal Auditing (ISPPA)
	Part 1 Mandatory Guidance	<ul style="list-style-type: none"> • Foundations of Internal Auditing <ul style="list-style-type: none"> ○ Mission, Core Principles, Definition of Internal Auditing, Code of Ethics ○ Supplementary Guidance ○ Purpose, Authority, Responsibility; IA Charter ○ Assurance and consulting
2	Part 1 Mandatory Guidance	<ul style="list-style-type: none"> • Independence and Objectivity <ul style="list-style-type: none"> ○ Organizational ○ Individual
3	Part 1 Mandatory Guidance	<ul style="list-style-type: none"> • Proficiency and Due Professional Care <ul style="list-style-type: none"> ○ Knowledge, skills and competencies ○ Due professional care ○ Continuing professional development
4	Part 1 Governance, Risk and Control	<ul style="list-style-type: none"> • Organizational governance and culture • Ethics and compliance • Corporate social responsibility
5	Part 1 Governance, Risk and Control	<ul style="list-style-type: none"> • Risk management concepts and process • Risk management frameworks • Internal audit role in risk management
6	Part 1 Governance, Risk and Control	<ul style="list-style-type: none"> • Internal control concepts • Internal control frameworks • Effectiveness and efficiency of controls
7	Part 1 Fraud	<ul style="list-style-type: none"> • Fraud risks / Types of fraud • Fraud red flags • Fraud prevention and detection • Forensic auditing overview
8	Part 1 Mandatory Guidance	<ul style="list-style-type: none"> • Quality Assurance and Improvement Program <ul style="list-style-type: none"> ○ Elements of QAIP ○ Reporting on the program • Disclosure on conformance / non-conformance

Note: Program details may be updated from time to time

PROGRAM MODULES – PART 2

Session/ Module	Description	Topics
1	Managing the Internal Audit Activity	<ul style="list-style-type: none"> • Internal Audit Operations <ul style="list-style-type: none"> ○ Policies and procedures ○ Administrative activities • Reporting to Senior Management and the Board
2	Managing the Internal Audit Activity	<ul style="list-style-type: none"> • Risk Based Internal Audit Plan
3	Planning the Engagement	<ul style="list-style-type: none"> • Planning the Engagement <ul style="list-style-type: none"> ○ Objectives, criteria and scope ○ Identification of key risks and controls ○ Risk assessment ○ Engagement procedures ○ Engagement resources
4	Performing the Engagement	<ul style="list-style-type: none"> • Information Gathering <ul style="list-style-type: none"> ○ Walkthrough, interviews, observation ○ Checklists, questionnaires ○ Sampling
5	Performing the Engagement	<ul style="list-style-type: none"> • Analysis and evaluation <ul style="list-style-type: none"> ○ Qualities of audit evidence ○ Analytical approaches ○ Analytical review techniques ○ Documentation / workpapers ○ Engagement conclusions
6	Performing the Engagement	<ul style="list-style-type: none"> • CAATs • Application controls
7	Communicating Engagement Results	<ul style="list-style-type: none"> • Preliminary communications • Qualities of communication • Interim reporting • Engagement communication and reporting process • Communicating risk acceptance
8	Performing the Engagement; Monitoring Progress	<ul style="list-style-type: none"> • Engagement Supervision • Monitoring progress

Note: Program details may be updated from time to time

MAIN RESOURCE SPEAKER

POL B. MIRAFUENTES

Pol has more than 30 years' professional work experience, mainly in the power and energy industry, with extensive exposure in internal auditing, planning and budgeting, and financial analysis. He has also taught several subjects in the CIA review program, in-house training, and public-run seminars.

He previously served the professional organization, the Institute of Internal Auditors Philippines (IIAP), from 2010 to 2014. He served in various capacities such as Chairman of the Professional Development Committee, Chairman of Technical Standards and Research Committee, and Chief Operating Officer.

In January 2015, Pol, together with some colleagues, established the Center for Internal Advisory Services Philippines Incorporated (CIASP). They envisioned it to be a platform for internal audit services. Since then, CIASP has worked with a number of private corporations, government agencies, professional and non-profit organizations to deliver internal audit training and consultancy services under a governance framework.

Pol is also a CIA topnotcher, a William S. Smith Certificate of Excellence awardee (Global Top 5) in the November 2006 exam.

OTHER RESOURCE SPEAKERS (If applicable)

JAY LORD E. ZAFRA, CPA, CIA

Jay Lord is the Head of Financial Planning and Accounting for Philip Morris International (PMFTC). His previous positions at PMFTC are Controller, Senior Manager for Sales Finance and Internal Controls Manager where he was responsible for evaluating internal controls and recommending process improvements across different functions such as distribution and sales.

Prior to this, Jay Lord was the Global Procurement Analytics Group Manager of The Coca Cola Company Bottling Investments Group. He led a team which performed the procurement project/initiative analyses for 16 countries globally. He also led in developing processes and improvements to Global Procurement operations and setting tools and systems for data collection and repository.

He was also with Procter and Gamble as the Sales Finance Manager (Philippines), Regional Supply Chain Finance Manager (Singapore), Internal Audit Senior Controls Manager (Global Internal Audit), and Product Supply Finance for BabyCare and FemCare (Philippines).

He is also a former auditor of Punongbayan & Araullo and a CPA Reviewer of CPAR Cebu. Jay Lord is a graduate of BS Accountancy at University of San Jose Recoletos with the highest honor of Summa Cum Laude. He also ranked 3rd place in the May 2007 CPA Licensure Examination.

ERIC EMMANUEL P. EBRO, CPA, CIA

Eric is the Assistant Vice President for Supply Chain Finance for Jollibee Inc. He was also the Senior Manager for Supply Chain Finance for Del Monte Philippines. He was with Procter and Gamble (P&G) as Global Internal Audit Senior Controls Analyst.

At P&G, he was responsible on delivering the Risk Assurance plan for the Product Supply Audit Operations of Asia & EMEA (Europe, Middle East & Africa) by providing innovative risk management solutions at benchmark value through audit and consulting engagements, and conducting exploratory work on non-conventional risk areas. He also became the Product Supply Finance Manager and Customer Team Finance Manager of Procter & Gamble PTE Asia Ltd.

He regularly teaches on the topic on Audit Tools and Techniques and Business Process in the CIA Review Program. He also conducts in-house training on standardized work process, quality tools and root cause analysis.

KRISTY M. ABELLO, CISA, PMP

Kristy is a Senior IT Manager in a multinational company. She is leading IT Projects with Regional and Global scope. She previously spent five years in Internal Audit with expertise in Global Resource Planning, IT Audit and Consulting. Kristy also has years of experience in application management and project management for Business Intelligence applications. She holds a PMP and CISA Certification and was one of the CISA topnotchers in 2013.

Kristy is a Corporate Trainer for Effective Communications and Project Management. She has taught these seminars to audit staff, managers and executives. She has also delivered various talks on communication and project management to several organizations.

RIZZA DE LOS REYES-CRESENCIO, CPA, CIA, MBA

Rizza is a Senior Manager for Global Business Services of Procter and Gamble (P&G). She was previously the Senior Manager of Global Internal Audit handling Stewardship and SOX Compliance. She is a highly-experienced audit and finance professional handling various roles in P&G Internal Audit, Capital and Fixed Assets Accounting, Procure to Pay, and Financial Services and Solutions.

She was a professor at the Assumption College and De La Salle University. She is a Certified Public Accountant, Certified Internal Auditor and holds an MBA from the Ateneo Graduate School of Business.

ALEJANDRO "ALLAN" A. PALACIO, CPA

Allan has extensive and diversified experience with the top professional firms. His passion for teaching and developing seminar courses led to the conduct of best-selling seminars on various topics. He is a highly sought-after speaker by various organizations. He had previous speaking engagements with PICPA, ACPACI, ISACA Manila, IIAP, Center for Global Best Practices, Grant Thornton Vietnam and Cambodia, ACCA Vietnam, and IDG Cambodia.

Allan was also the Chief Financial Officer of a publicly listed firm with businesses in the energy and property development sector. Allan also served as the Professional Development Manager of IIA Philippines in 2014. Prior to this, he was with Grant Thornton Vietnam as Senior Manager for Advisory Services where he established the firm's Business Risk Services practice focusing on enterprise risk management, IT services, fraud and forensic, internal audit and consulting. He was also with Grant Thornton Philippines (Punongbayan and Araullo) as Managing Consultant and with Arthur Anderson Philippines (Sycip Gorres & Velayo) as Audit Associate.

His diversified experience in delivering advisory services to various companies in USA, Cambodia, West Bank Gaza, Afghanistan, Bolivia, Haiti, Angola, Vietnam, Lao, Diego Garcia and Philippines, and in different industries, provided him with a unique perspective that he can share with the clients.

Allan is also a board topnotcher - 6th place in the May 2003 CPA exam. He continues to keep in touch with the academe by being a CPA review lecturer at Philippine School of Business Administration – Quezon City.