

# Training Workshop

10<sup>th</sup> - 12<sup>th</sup> of March 2010

# A Practical Approach to Sarbanes-Oxley Compliance

The 3 days workshop and case studies is a comprehensive guide to manage SOX Compliance with a focus on improving efficiencies and reducing the time and effort required to achieve an acceptable level of corporate governance.

## DAY 1 ✓

- Introduction to SOX
- History of SOX and Financial Market Regulation
- SOX - Key Principles & Highlights
- The Act – Overview of Key Sections
- Impact of SOX on Corporations
- AS5 – Why AS5 was released / major changes from AS2
- How to Reduce Controls and Lower Audit Fees
- Establishing a risk-based approach to SOX compliance
- Automation Potential
- Internal Controls:
  - Overview of an Internal Control Framework
  - Purpose of Internal Controls
  - Types of Internal Controls
- Fraud Considerations / Risk Areas

## DAY 2 ✓

- Developing an Approach for SOX Compliance
- Documentation Requirements
- Identifying Significant Processes
- Choosing Key Controls to Evaluate
- Constructing Control Narratives and Flowcharts
- Developing a Test Plan
- Reviewing Documentation with External Auditors
- Self Assessments / Walk Throughs
- Role of Internal Audit
- Assessing the Reliability of Internal Controls
- Internal Control Deficiencies:
  - Design
  - Operation
  - Significant Deficiency
  - Material Weakness
- Remediation of Deficiencies
- The Importance of Documentation
- Types of Controls:
  - Entity Level
  - Process
  - Transaction
  - Detective
  - Preventive
  - Compensating
  - General Computer Controls (GCC)
- Financial Statements Review
- Potential Significant Accounts / Risk Based Assessments
- CASE STUDIES



## DAY 3 ✓

- COSO and COBIT
- COSO and Sec 404
- COSO: Components of Internal Control
- Control Environment
- IT Risk Assessment
- Control Activities
- Information and Communication
- Monitoring and Ongoing Risk Assessment
- Enterprise Risk Management
- COSO vs ERM
- ERM Framework
  - Risk Categories
  - Components of ERM

- Implementing ERM
- CobiT Framework
- CobiT and SOX
- CobiT Control Domains
- Disaster Recovery / Business Continuity
- SOX: A Business or Technology Issue?
- Seven Keys to Information Management Compliance
- IT's Role In SOX Compliance
- IT - Software Packages
- Developing New Insights via Data Mining
- Key Transaction Systems: ERP / CRM / SCM
- Records Management & Security Issues
- CASE STUDIES

This practicum is for managers, executives and other professionals in:

Finance and Accounting, Business Process/Operations, Internal/External Audit, Information Technology/Security and those actively involved in the design and management of SOX-related compliance programs

## TRAINER'S PROFILE

### Andrew Olding, FCCA

Andrew has more than 25 years of financial management experience working with US companies in Europe, North America and Asia. His experience includes manufacturing, consulting, financial services and hi-tech entities with an emphasis on US GAAP, financial reporting, corporate governance & compliance and SEC reporting.

Andrew has developed and managed large-scale and complex SOX compliance programs in the US. In developing these programs he has worked closely with major audit firms to ensure the SOX compliance programs were appropriately designed, implemented and executed. This work included conducting risk assessments, identifying major scope areas and key controls, documenting test plans and the remediation of problematic controls. He has also engaged and managed third-party service providers to supplement and augment these programs.

In addition, Andrew has experience in managing and developing forensic accounting and data analysis practices. He was invited to present an update on Sarbanes-Oxley at the recent inaugural convention of one of the most recognized associations in Singapore.

### SDF Assistance is pre-approved for SME only

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## REGISTER ONLINE

If you are having trouble registering online then you may download and fill out this [REGISTRATION FORM](#) and fax it to (65) 65090292.

## Some of our clients

Our SOX training has been attended by several leading companies such as:

- Alcatel Shanghai Bell Company
- Ameron Pte Ltd
- Canon Singapore Pte Ltd
- Crocs Asia Ptd Ltd
- EMC Computer Systems (South Asia) Pte Ltd
- Fujitec Singapore Corpn. Ltd.
- Hitachi Data Systems
- IBM Singapore Pte Ltd
- Mitsubishi Chemical Infonics Pte Ltd
- OCBC Bank
- Philip Morris Management
- PT Telekomunikasi Indonesia Tbk
- Polo Ralph Lauren
- Rockwell Collins Southeast Asia Pte Ltd
- Sony Pictures TV International
- Symantec Corporation
- Watson Wyatt
- Wyeth Nutritionals (S) Pte Ltd

The program was well-received amongst the participants and feedback on the trainers was encouraging and positive. The participants found the workshop to be highly interactive, invigorating and departed with sound and practical ideas on how to successfully manage and roll-out SOX.

Contact us today to get a copy of our Training Catalog and discuss how we can assist your esteemed organization.

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