CIAA

CHARTERED INSTITUTE FOR ACCOUNTING & AUDITING

HACCA

High Authority Council for Chartered Accountants

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Chartered Public

CPIA™

Internal Auditor

# Chartered Public Internal Auditor™

## Middle East Center

المعهد العربي للمحاسبين والقانونيين

Arab Institute for Accountants and Legal

# CPIA™ Chartered Public Internal Auditor™

## Part I : Internal Audit

- Internal Audit connotation
- Who are internal auditors?
- Internal audit function?
- Audit function and rules in the organization
- The difference between external and internal auditors
- External auditor communications with
- Audit units Selections
- Internal auditors functions and rules
- When something isn't handled correctly?
- The internal Audit Office as part of the Division of Financial Affairs
- When to Request an audit by Department
- What if I don't have the time to deal with the auditors? What if it's a bad time for an audit
- Internal audit report drafting & whom shall receive
- Internal audit report Follow-Up
- The Board of Trustees reviews what is in the internal audit reports
- Possible red flags that indicate fraud
- About financial irregularity procedure.

## Part II : Financial Quality Assurance/Quality control (QA/QC)

- Objectives of the financial studies are developed before any activities begin.
- Study design is statistically sound
- Proper sampling and use of analytical procedures
- Proper training of Field crew staff
- Labs analysing the data utilization, Good Laboratory Practices (GLPs) and follow appropriate QC procedures
- Financial planning managers or their designees perform lab results validation in a timely manner
- Applications of Corrective actions when QC measurements identify errors, or defects at any point in the data acquisition process
- The data management system is adequate to ensure archival and retrieval of analytical financial results with all their metadata.

## Part III : Regulations

- Ethics and professional responsibilities
- Agency & Contracts
- Sales and secured Transaction's
- Negotiable instrument and related topics
- Debtors – Creditors relationship
- Regulation And certain business Entities
- Corporation
- Cross income
- Deductions
- Property transaction
- Partnerships and Exempt organization
- Estates , Trust, and wealth Transfer

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