

INTERNAL AUDIT REPORT WRITING SKILLS

Master Practical Skills and Techniques For Effective Audit Reporting

12th - 13th March 2025

18th - 19th June 2025

Kuala Lumpur (In Person) / Online Training

Major Benefits of Attending

By attending this executive training, you will know how to:

- **Learn and Implement Clear, Concise and Effective Communication** with the key stakeholder, managers and staff in your organization as well as third parties
- **Apply and Comply** with the **Latest International Internal Auditing Standards** to increase effectiveness and efficiency in their role in terms of communication with all levels of their auditees right up to senior executive management level
- **Gain valuable insights** into many **Live Case Studies of Tips and Traps** that would help you to improve and implement more strategic and effective executive reporting to your Key Stakeholders (Internal and External). This would include the *Regulators, Compliance Officials, External Auditors and other appropriate third parties*

Course Methodology

Client has the option to choose to participate either below method.

Online Course : This course will be conducted via Zoom.

Kuala Lumpur Hotel: This course will be conducted at the hotel with the trainer on site. Participants will need to bring their own laptop. Lunch/Dinner and 2 networking breaks will also be provided.

In conjunction with the Fasting Month of Ramadhan, all our Muslim Delegates would be given Complimentary Dinner Buffet Vouchers to remunerate the usual Lunch Buffet. Each fasting delegate will receive One (1) Voucher per Training Day. These vouchers are redeemable for dine-in in HOTEL VENUE, valid during Ramadhan month only.

Who Should Attend

This course is suitable for internal audit managers, quality assurance managers, compliance managers, IT auditors, internal control officers, risk managers and Chief Internal Audit Executives who are looking for more impactful and effective ways to thrive with their up, down and strategic communication channels within the outside their organization.

Why you should attend

Have your or your team written an Internal Audit report that has been misinterpreted by your key readers? Are you new to Internal Audit and looking for guidance on how to deliver your audit findings succinctly, efficiently and effectively?

After all your good audit fieldwork has been completed, do not let all that effort go to waste. Your Internal Audit report is the primary deliverable of each Internal Audit assignment, but it is not an easy thing to do well. A well-written report can enhance the credibility of both you and the Internal Audit function, whereas a badly written report can have the opposite effect.

Organized by:



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