Businessmaker® ACADEMY

TRAINING INVITATION

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Dear Valued Client,

Greetings from Business Maker Academy, Inc.----a training center for business, finance, human resources & leadership that has served more than 150,000 clients since 2003 and is an accredited learning institution of the Civil Service Commission (CSC) & PHILGEPS.

You are cordially invited you to attend our training program on:

INTERNAL AUDIT & CONTROL

Date: _____
Time: _____

Attached below are the Registration Form & the Course Brochure. We look forward to a fun and rewarding learning experience with you. Feel free to contact us for any questions or clarifications.

Thank you very much,
BMA Management

REGISTRATION FORM

Please submit via: Email to info@businessmaker-academy.com | Viber: (0912) 2231826

Booking Officer Name: _____
Position: _____
Company: _____
Company TIN: _____
Industry: _____
Tel No: _____
Cel No: _____
Email Address: _____

Total Number Attendee(s) for Enrollment: _____
Note: Please indicate full name below:

Attendee 1: _____
Cel No: _____
Email Address: _____

Attendee 2: _____
Cel No: _____
Email Address: _____

Attendee 3: _____
Cel No: _____
Email Address: _____

Attendee 4: _____
Cel No: _____
Email Address: _____

Attendee 5: _____
Cel No: _____
Email Address: _____
(More than 5 participants, pls attach extra sheet)

Would you like to request for billing statement? ☐ Yes ☐ No
How did you find us? _____
Use Promo Code: _____

ENROLLMENT DETAILS

SCHEDULE:
- Pls visit https://businessmaker-academy.com/training-schedule/

WEBINAR:
- Duration: 2 sessions x 4 hrs.
- Time: AM Sched: 8:30am to 12:30pm
  PM Sched: 1:30 to 5:30 pm
- Venue: Zoom

SEMINAR:
- Duration: 2 days x 8 hrs
- Time: 9am to 5pm
- Venue: 1503A West Tower, Tektite Bldg, Exchange Rd., Ortigas Center, Pasig City Philippines

TRAINING FEE:
- Webinar Fee = Php 4500+VAT
- Seminar Fee = Php 8500+VAT

MODE OF PAYMENT:
☐ Bank Deposit:
Account: Business Maker Academy, Inc.
BPI SA# 4013-0306-64
BDO SA# 000-280-622-422
Landbank CA# 3732114830
☐ Paypal: pls contact us
☐ Dragonpay: pls contact us
☐ Gcash: pls use QR code below



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Businessmaker® ACADEMY

TRAINING INVITATION



INTERNAL AUDIT & CONTROL

"Best Practices in Internal Audit and Control to Enhance Accountability and Compliance"

Seminar: 2 days x 8 hrs. (total of 16 hrs)
Webinar: 2 sessions x 4 hrs. (total of 8 hrs)

COURSE DESCRIPTION:

Robust internal audit practices and controls are vital for integrity and compliance in all organizations. This training provides a comprehensive overview of internal audit practices tailored to the Philippine business landscape. Participants will learn key audit processes, control frameworks, and regulatory considerations which will empower them to strengthen internal controls, detect risks, and promote organizational accountability. The course combines theoretical principles with practical applications relevant to Philippine-based organizations.

WHO SHOULD ATTEND:

This training is ideal for internal auditors, compliance officers, CFOs, finance professionals, audit committee members, and leaders in corporations, government agencies, and non-profit organizations.

PERFORMANCE OBJECTIVES:

Upon completion of this training program, participants will be able to adopt effective internal audit and control systems aligned with Philippine regulations and best practices.

LEARNING OBJECTIVES:

By the end of this course, the participants shall be able to:

- Explain key concepts of internal audit in the Philippines
- Identify standards, frameworks, and ethics in Philippine internal auditing
- Assess risks and plan audits aligned with local regulations
- Design audit procedures and gather evidence effectively
- Evaluate controls and recommend improvements
- Draft clear audit reports and communicate findings
- Analyze laws and ensure compliance through audits
- Apply trends and tools to enhance internal audit practices

COURSE TOPIC HIGHLIGHTS:

1. Definition & Objectives of Internal Audit
2. Relevant Philippine Laws & Regulations
3. Ethical Standards & Professional Conduct
4. Internal Audit Frameworks & Standards
5. Developing an Internal Audit Charter
6. Risk Assessment & Audit Planning
7. Conducting Risk Assessment
8. Designing & Executing Audit Procedures
9. Creating Audit Checklists & Procedures
10. Documenting Audit Work and Findings
11. Internal Control Systems & Control Activities
12. Fraud Prevention and Detection Controls
13. Evaluating Control Effectiveness
14. Audit Reporting & Communication
15. Regulatory and Compliance Considerations
16. Role of Internal Audit in Corporate Governance
17. Handling Compliance Audits & Investigations
18. Emerging Trends in Internal Audit: Data Analytics, Cybersecurity & IT Audit Focus

TRAINING INCLUSIONS:

- Live Webinars are conducted via Zoom and includes eCertificate of Completion. Printed Certificates may be requested with minimal processing fee of Php100 plus shipping fee.
- Live Seminars are conducted at BMA Training Center and includes: Certificate of Completion, Seminar Kit, Meals and Drinks. Plus: non-transferable one-time refresher seminar session within one year.

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