

## Auditing and Assurance:

# Workshop for New Auditors (pilot run)

### COURSE HIGHLIGHTS:

The Workshop for New Auditors is a new and tailor-made programme that provides the core concepts and practical skills essential for new auditors of financial statement audits.

The workshop teaches the auditing concepts and practical skills, as well as shares recent practice experience relevant to new auditors. The workshop also provides an awareness of other aspects of the audit process.

This 21-hour workshop applies an interactive learning format through discussions, case studies and role-play. Pre/Post course reading or exercises are required.

Workshop programme (subject to change):

Day 1	Day 2	Day 3
<ul style="list-style-type: none"> <li>Basics of an audit</li> <li>Fundamental ethics for professional accountants</li> <li>Auditing and financial reporting framework in Hong Kong</li> <li>Obtaining knowledge of client's business</li> <li>Systems, controls and walkthrough testing</li> </ul>	<ul style="list-style-type: none"> <li>Financial statements assertions</li> <li>Determining materiality</li> <li>Types of audit tests</li> <li>Audit sampling</li> <li>Dealing with errors</li> <li>Audit procedures of selected business cycles</li> </ul>	<ul style="list-style-type: none"> <li>Audit procedures of selected business cycles (Continued from Day 2)</li> <li>Dealing with client on site</li> <li>Sharing of common deficiencies</li> </ul>

### ABOUT THE PROGRAMME:

Event code	Date and Time	Format / Language	Venue	Fee
WSHP19121901	<ul style="list-style-type: none"> <li>19, 20 and 21 December 2019 (Thursday to Saturday)</li> <li>9:00am - 5:00pm for all three days</li> <li>Total CPD hours: 21</li> </ul>	Workshop / Cantonese with English handout and terminology	HKICPA Training Centre 27/F, Wu Chung House, Wanchai, Hong Kong	<ul style="list-style-type: none"> <li>HK\$2,300*                             <ul style="list-style-type: none"> <li>for HKICPA member or student</li> <li>for participant enrolled by HKICPA practicing member<sup>#</sup> (by offline registration – enrolment form)</li> </ul> </li> <li>HK\$3,740* for non-member</li> </ul>

*\*This is a special price offered for the pilot run. Participants attending the pilot run are expected to provide feedback on the workshop through survey.*



<b>Competency</b>	Auditing and Assurance
<b>Rating</b>	Foundation Level*
<b>Participants</b>	New auditors recently onboard, or audit staff with less than two years of experience
<b>Registration<sup>#</sup></b>	Enrolment is on a first-come-first served basis.  Please click <a href="#">here</a> for online registrations. Non-member enrolled by HKICPA practicing member has to register offline (by email or post) in order to enjoy the member price.

\*Please refer to the [Institute's online CPD Learning Resource Centre](#) for descriptions of competency and rating.

## **ABOUT THE SPEAKERS:**

### **Vincent Li**

Partner of ShineWing PRC and ShineWing Hong Kong

Mr. Li is a Partner of ShineWing PRC and ShineWing Hong Kong. He has over 30 years of experience in providing auditing and accounting services to international and multinational enterprises in Hong Kong and Mainland China. He also assisted various Hong Kong entities, PRC state-owned enterprises and PRC local entities in their listing on stock exchanges in Hong Kong, Singapore and South Korea, and merger and acquisition transactions of large PRC enterprises. Prior to joining ShineWing, Mr. Li had been the Audit Partner of Deloitte China and Hong Kong, Audit Partner of Pan-China Hong Kong and Technical Director of Pan-China PRC. He is a regular speaker of the Institute's "Workshops for Listing on HKEX".

### **Elaine Chung**

Head of Enforcement, HKICPA

Ms. Chung has been with HKICPA for 12 years. She was the Deputy Director of the Compliance department before becoming the Head of Enforcement in 2018. Before joining the Institute, Ms. Chung had more than 10 years of audit experience in Hong Kong and in Singapore.

#### **Payment & Enrolment Status Enquiry**

Tel: 2287 7381  
Email: [finance@hki CPA.org.hk](mailto:finance@hki CPA.org.hk)

#### **Event Information Enquiry**

Tel: 2287 7386  
Email: [tls@hki CPA.org.hk](mailto:tls@hki CPA.org.hk)

# Workshop for New Auditors (pilot run)

19, 20 and 21 December 2019



Hong Kong Institute of  
Certified Public Accountants  
香港會計師公會

Finance & Operations Department,  
Hong Kong Institute of CPAs  
37th Floor, Wu Chung House,  
213 Queen's Road East, Hong Kong  
Fax no: 2893-9853

Name: (\*Mr. / Mrs. / Ms.) \_\_\_\_\_ HKICPA Membership No.: \_\_\_\_\_  
(if applicable)

Company name: \_\_\_\_\_

Position held: \_\_\_\_\_ Email: \_\_\_\_\_  
(for enrolment confirmation purpose)

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

- Admission Fee:  HK\$ 2,300 per person  
 HKICPA members /students  
 Audit staff / Audit manager enrolled by practising members  
Practising Member Name: \_\_\_\_\_  
Practising Member No: \_\_\_\_\_
- HK\$ 3,740 per person (Non-HKICPA members)
- Cheque (no. \_\_\_\_\_) payable to "Hong Kong Institute of Certified Public Accountants" or "HKICPA"

- BOC HKICPA VISA  BOC HKICPA UnionPay card  Other VISA /Master Card

Card Number: \_\_\_\_\_ Card Expiry Date (MM/YY): \_\_\_\_\_

Cardholder's Name (block letters): \_\_\_\_\_ Cardholder's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- I would like to have an official receipt. (Remarks: Official receipt will be sent to your email address provided above.)

#### Notes:

- Please complete the Enrolment Form and return it to the Finance & Operations on or before the deadline, together with full payment.
- Enrolment is accepted on a first-come-first-served basis. No telephone reservation will be accepted.
- Registration by fax will ONLY be processed when payment is made by credit card.
- Cash is strictly NOT accepted. For credit card payment, the credit card should be valid with expiry date at least 1 month from the date of event. For payment by cheque, the enrolment will only be processed upon receipt of full payment.
- Confirmation of enrolment will be sent to you via email. You can check your enrolment status at "MyCPA" at <http://mas.hkicpa.org.hk/mycpa/login>. Unsuccessful enrolment will be notified with full refund.
- All scheduled events will be cancelled and postponed to a date to be announced in the event of typhoon signal no. 8 or above or if a Black Rainstorm warning is hoisted or unforeseen circumstances. For details of [bad weather arrangement](#) for CPD programmes, please refer to the Institute's homepage.
- In normal circumstances, the seminar fee is non-refundable or non-transferrable upon receipt of payment by HKICPA. Should the seminar be cancelled or postponed due to unforeseeable circumstances, refund will be made according to your payment method. For credit card payment, refund will be made directly to your credit card account. For cheque payment, refund will be mailed to your correspondence address.
- No unauthorized audio or video recording is allowed at CPD events.

**Personal Data:** Your personal data collected from the enrolment process and administration of courses/events/activities will be used for the purpose of the administration of the course on which you are enrolled. Such data collected may be accessible by the Institute's officers, persons or committees processing the application and related matters. In addition, the Institute may use the collected data for statistical research and analysis. The Institute intends to use the personal data of your name, email address and correspondence address to inform you, where relevant, of members' benefits, goods, services, facilities and events organized or provided by the Institute or other organizations. Members and registered students may opt out of receiving such materials at any time by logging in via the following link <http://mas.hkicpa.org.hk/mycpa/communication/preference>. Non-members may opt out of receiving such materials at any time by sending an email to the Institute at [privacyofficer@hkicpa.org.hk](mailto:privacyofficer@hkicpa.org.hk) or a letter to the Institute's privacy officer. For more information about the privacy policy of the Institute, please go to <http://www.hkicpa.org.hk/en/service-tools/privacy-policy/>.

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For non-member and firm payment by cheque, please fill-in your postal address in case of refund:

Name :	Name :
Address :	Address :