

Auditing and Assurance:

Workshop for New Auditors – Rerun (October 2022)

COURSE HIGHLIGHTS:

The Workshop for New Auditors is a 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"> Basics of an audit Auditing and financial reporting framework in Hong Kong Obtaining knowledge of client's business Systems, controls and walkthrough testing Financial statements assertions | <ul style="list-style-type: none"> Determining materiality Types of audit tests Audit sampling Dealing with errors Audit procedures of selected business cycles | <ul style="list-style-type: none"> Review of statutory records Dealing with client on site Sharing of common deficiencies Fundamental ethics for professional accountants |

ABOUT THE PROGRAMME:

| Event code | Date and Time | Format / Language | Venue | Fee |
|--------------|--|--|--|---|
| WSHP22101101 | 11-Oct-22 (Tues) 13-Oct-22 (Thurs) 18-Oct-22 (Tues) <ul style="list-style-type: none"> 9:00 am - 5:00 pm for all three days Total CPD hours: 21 | Workshop / Cantonese with English handout and terminology | HKICPA Training Centre 27/F, Wu Chung House, Wanchai, Hong Kong | <ul style="list-style-type: none"> HK\$2,500 - for HKICPA student HK\$2,500 (by offline registration only – enrolment form) - for HKICPA member - for participant enrolled by HKICPA practicing member# HK\$4,100 for non-member by offline registration only – enrolment form |



| | |
|---------------------|--|
| Competency | Auditing and Assurance |
| Rating | Foundation Level* <i>* Please refer to the Institute's online CPD Learning Resource Centre for descriptions of competency and rating.</i> |
| Participants | New auditors recently onboard, or audit staff with less than two years of experience |
| Registration | Enrolment is on a first-come-first served basis Please click here 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. |
| Remarks | <p>In light of the continuing risks posed by COVID-19, the Institute is adopting the following precautionary measures at the workshop (subject to change):</p> <ul style="list-style-type: none">• Maximum capacity of the workshop is 40 participants• All speakers and participants will be required to:<ul style="list-style-type: none">- submit a health declaration form upon entering the classroom- wear a face mask at the Institute and throughout the workshop- undergo compulsory temperature screening at the Institute's registration counter- use sanitizing gel provided for disinfection of hands before entering the workshop venue- sit at a distance from each other and avoid close contact• No refreshment or drinks will be provided during the workshop• Participants NOT ALLOW to bring/eat foods and drinks at the venue• Require to scan "LeaveHomeSafe" app or complete a visitor registration form when participants visiting at HKICPA office |



ABOUT THE SPEAKERS:

Andrew Wong

Director, Audit Quality and Development, KPMG

Andrew is a member of the Institute. He has extensive practical experience in audit and assurance, including that of various listed companies and multinational corporates.

Andrew is currently the Head of Hong Kong Audit Learning and Development of KPMG. He has been designing and delivering internal learning solutions to audit professionals across Hong Kong and the mainland China offices for ten years. He is also a speaker of a university in the MSc program in Accounting.

April Yuen

Manager, Assurance, PricewaterhouseCoopers

April is a manager in PwC's assurance services practice in Hong Kong. She is a member of the Institute and has over seven years of auditing experience in a wide range of multi-national, Hong Kong listed and the United States clients. Her client base covers manufacturing, retail and trading, food and beverages, with major operations in Hong Kong, the PRC and ASEAN countries.

Payment & Enrolment Status Enquiry:

Tel: 2287 7381
Email: enrolment@hkcipa.org.hk

Course Information Enquiry:

Tel: 2287 7463
Email: tls@hkcipa.org.hk

Disclaimer:

- *The opinions expressed by external guest speakers are, by their nature, those of the speakers. They are not necessarily endorsed by the Institute nor do they necessarily reflect the official policies and views of the Institute, its staff or members.*
- *The Institute takes no responsibility for any loss associated with any person acting or refraining from acting as a result of participation in the event.*
- *The Institute does not endorse or recommend any products or services that may be mentioned in the event and is not responsible for any loss or damage arising from the use of such products or services. Participants are reminded that there may be a wide range of related products or services available in the market and that they should carry out their own research and obtain independent advice before subscribing to any products or services.*

Auditing and Assurance:

Workshop for New Auditors – Rerun (11, 13 and 18 October 2022)



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
Email: enrolment@hkiipa.org.hk

Name: (*Mr. / Mrs. / Ms.) _____ HKICPA Membership/Student no.: _____

(if applicable)

Company name: _____

Position held: _____ Email: _____

(for enrolment confirmation purpose)

****Mandatory: Years of experience in auditing: _____ year(s)**

Telephone No.: _____ Fax No.: _____

Admission Fee: ☐ HK\$ 2,500 per person [Event code: **WSHP22101101**]

☐ HKICPA students / members

☐ Enrolled by practising members

Practising Member Name: _____

Practising Member No: _____

☐ HK\$ 4,100 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.
- Registration by email 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.
- For registration by post or email, enrolment will be confirmed one week before the workshop commencement date. No telephone reservation will be accepted.
- Confirmation of enrolment will be sent to you via email. 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 workshop fee is non-refundable or non-transferrable upon receipt of payment by HKICPA. Should the workshop 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.hkiipa.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@hkiipa.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.hkiipa.org.hk/en/service-tools/privacy-policy/>.

Payment & Enrolment Status Enquiry: 2287-7381

e-mail: enrolment@hkiipa.org.hk

Event Information Enquiry: 2287-7463

e-mail: tls@hkiipa.org.hk

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

Name :

Name :

Address :

Address :