

Workshop for Audit Staff

The learning objectives of this one-day audit workshop are to enable your audit staff to:

- Develop a basic understanding of an audit conducted in compliance with Hong Kong Standards on Auditing
- Understand the risk assessment process in a risk-based audit approach and be able to plan audit work to meet the audit objectives
- Perform appropriate audit procedures, including tests of controls and substantive procedures for common financial statements areas
- Record audit work in sufficient clarity and detail and understand how to deal with audit findings and/or errors arising during the course of the audit

The workshops will be organized in an interactive learning mode where participants will be guided to work through case illustrations. Discussions amongst the participants will be encouraged.

Language

Cantonese

Competency

Auditing and Assurance

Rating

Foundation Level*

CPD Credit Hour

7 hours

Fee

\$ 840 (members)

\$ 1,350 (Non-members)

Venue

HKICPA Training Centre
27/F, Wu Chung House, Wanchai

Programme schedule

[Download Application Form](#)

[Apply on-line](#)

Date	Topic	Time	Deadline for Applications
22 September 2015 (Tuesday)	Workshop for Audit Staff	9:00 am – 5:00 pm	15 September 2015
30 October 2015 (Friday)	Workshop for Audit Staff	9:00 am – 5:00 pm	23 October 2015

* Please refer [here](#) for descriptions of other competencies and ratings.

Workshop for Audit Staff

September and October 2015

**Please click here for online enrolment
(for HKICPA members only)**



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.: _____

Please mark a "✓" against the session(s) for which you wish to apply

	22 September 2015 (Tuesday) - WAS150922
	30 October 2015 (Friday) - WAS151030

- Admission Fee: HK\$ 840 per person
 HKICPA members
 Audit staff / Audit manager enrolled by practising members
Practising Member Name: _____
Practising Member No: _____
- HK\$ 1,350 per person (Non-HKICPA members)
- Cheque (no. _____) payable to "Hong Kong Institute of Certified Public Accountants" or "HKICPA"

- VISA / MasterCard BOC HKICPA UnionPay 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.)

1. Please complete the Enrolment Form and return it to the Finance & Operations on or before the deadline, together with full payment.
2. Enrolment is accepted on a first-come-first-served basis. No telephone reservation will be accepted.
3. For credit card payment, please fax the enrolment form to 2893-9853. For payment by cheque, the enrolment will only be processed upon receipt of full payment.
4. Confirmation of registration will be sent by e-mail. If confirmation has not been received 3 days prior to the event date, please email to tls@hkipca.org.hk
5. If typhoon signal no.8 or above / Black rainstorm warning is hoisted at or 6:30 a.m. on the date of event, the activity will be cancelled. Your admission fee will be refunded in the event of cancellation due to bad weather.
6. No refund will be entertained unless your enrolment is unsuccessful or the event is cancelled due to unforeseen circumstance.
7. The Institute intends to use the personal data of your name, email address and correspondence address to inform you, where relevant, of CPD activities, 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 [here](#). Non-members may opt out of receiving such materials at any time by sending an email to the Institute at privacyofficer@hkipca.org.hk or a letter to the Institute's privacy officer. For more information about the privacy policy of the Institute, please [click here](#).

Payment & Enrolment Status Enquiry: 2287-7381

e-mail: finance@hkipca.org.hk

Event Information Enquiry:

e-mail: tls@hkipca.org.hk

For payment by cheque, please fill-in your postal address for refund in case the event is full or cancelled.

Name :	Name :
Address :	Address :