

LEARNING AND DEVELOPMENT SERVICES



Our International Institutions & Donor Assurance department is wholly dedicated to the provision of assurance and advisory services to international funding institutions. Over the last 30+ years we have developed a wide range of products and solutions specifically tailored to the needs of organisations who work within the international public sector and donor communities.

As part of these solutions we provide a comprehensive range of training courses and learning activities in the field of finance, audit and internal control, designed to answer the needs of your staff in their professional development. Our programmes provide a collaborative and stimulating environment for learning, contributing not only to the personal growth of your employees but also adding value to your organisation. Our diverse group of experienced learning and development experts enrich this experience through their systematic use of relevant case studies, exercises and examples.

FOR MORE INFORMATION:

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OUR MAIN LEARNING SOLUTIONS

We provide a mixture of learning formats – allowing users to choose methods that best suit their learning styles and requirements.

TRAINING NEEDS ASSESSMENT

- ▶ We work together with you to identify the learning and development needs of your staff
- ▶ We formulate learning paths for specific target audiences

FACE TO FACE AND VIRTUAL TRAINING COURSES

- ▶ We can design and deliver classroom-based or remotely-delivered training courses: for small or large groups; for boards, management or staff
- ▶ We encourage interaction and participation
- ▶ Our experienced trainers quickly adapt to each course environment

WORKSHOPS

- ▶ Our workshops are even more interactive and participative than our courses
- ▶ We facilitate the production of a concrete output e.g. risk register or set of KPIs

OTHER LEARNING SOLUTIONS, SUCH AS:

- ▶ Coaching
- ▶ E-learning
- ▶ Developing and selecting online learning resources
- ▶ Conferences and/or seminars

TAILOR-MADE LEARNING OPPORTUNITIES

Working together with you, we can design a learning programme that:

- ▶ Addresses your particular training needs and priorities
- ▶ Combines different learning formats
- ▶ Adapts standard course content to the context of your organisation

OUR TRAINERS

- ▶ Quickly adapt to each course environment
- ▶ Many are bi- or multi-lingual
- ▶ Have a wealth of experience in their area of expertise

We offer learning and development opportunities in a variety of areas – a sample of available topics is as follows:

Internal Audit

- ▶ Internal audit process and skills
- ▶ Technical training – IPPF
- ▶ Internal audit risk assessment
- ▶ Soft skills for auditors
 - Communication skills
 - Interview techniques
 - Team management
- ▶ IT auditing for non-IT auditors
- ▶ CIA exam preparation
- ▶ Auditing ethics and culture
- ▶ Root Cause Analysis

Accounting

- ▶ Fundamentals of accounting
- ▶ Intermediate accounting
- ▶ Advanced accounting
- ▶ Financial analysis of potential contractors

Internal Control & Risk Management (ICRM)

- ▶ Introduction to ICRM
- ▶ Advanced risk management
- ▶ Risk assessment – practical approach
- ▶ Implementation of internal control
- ▶ Management supervision techniques

Ethics & Fraud Awareness

- ▶ Ethics and Integrity
- ▶ Fraud awareness - basic and advanced
- ▶ Procurement fraud awareness
- ▶ How to undertake successful investigations

Grant Management & Assurance

- ▶ Expenditure lifecycle
- ▶ Grant management
- ▶ Ex-post audits of grant agreements



Procurement including Green Procurement

- ▶ Procurement basics
- ▶ Advanced procurement
- ▶ Evaluation Techniques for Public Procurement
- ▶ Green Public Procurement (GPP)
- ▶ Sustainable Procurement
- ▶ Lifecycle Analysis

Business Continuity Management (BCM)

- ▶ Introduction to BCM
- ▶ Business continuity – exercise and testing
- ▶ Evaluating your Business Continuity Plan
- ▶ Contract and vendor management

Document management

- ▶ Introduction to document management
- ▶ Document management roles and responsibilities

Data Protection

- ▶ Introduction to Data Protection

Quality Management and Integrated Management Systems

- ▶ ISO 9001
- ▶ ISO 45001
- ▶ LEAN techniques

Accounting and Auditing Standards

- ▶ International Public Sector Accounting Standards (IPSAS)
- ▶ International Financial Reporting Standards (IFRS)
- ▶ INTOSAI Standards