



Training Course Information Form

Course Information

Course Name: Internal Audit and Financial Control
Institute/Centre: Port Training Institute **Course Code:** F09
Type: Program Course Workshop
Course Duration: 5 Days 3 Days 1 Days Other
Course Conducted: Local International **Indicate:** A.R.E
Course Venue: Anywhere
Course Language: English Arabic Both Other

Course Description

Course Outlines:

1. Objectives and competences of the Audit Department and its relations with the external auditor.
2. How to design and organize internal audit systems.
3. Review of fixed assets and depreciation.
4. Inventory Control - Control of project costs.
5. Review of provisions and reserves.
6. Review revenues, expenses and accounts of customers and suppliers.
7. Review cash, banks and foreign exchange.
8. What is the stock market and the work of stock exchanges and review on the purchase and sale of securities.
9. Internal and external audit indicators.
10. Financial analysis and budgets as means of financial control.

Course Objectives:

- Develop the skills of auditors and inform them to new methods and the foundations of internal audit.

Course Includes: Theoretical Fire Training Module Laboratory
 Workshop Site Visit

Course Prerequisites: Not required

Who should attend: Auditing - Finance – Accounting department

No. of Participants/Course: 5-10 10-15 15-20 Other

Qualifications of Participants:

- Bachelor degree

No. of Lecturer: 1 2 5

No. of Assistance: 1 2 3

Course Facilities

White Board V. Projector Data Show PC Manual
 Books Handouts Flip Charts S/W Other

Course Evaluation

Written Examination Written Report(s) Oral Presentation Attendance
 Delegates Participation

Certificate Issue:

Local Premises AASTMT International

Course Registration

Admission and Registration

Department at the Port

Registration: Training Institute Online Other

Beside Gate No. 27 - Outside

Customs Area, Alexandria Port

Documents Required: Registration Form ID/Passport Copy Photo