

The 5-Day Sarbanes-Oxley Boot Camp

:: 24 – 28 October 2005 :: Swissotel Merchant Court

INTRODUCTION

The Sarbanes-Oxley Act (SOX) has been described as the "most broad-sweeping legislation" since the Securities Act of the 1930s. It has been alluded to as "Y2K without an end" and as "Y2K on steroids". Enacted by President Bush in 2002 in response to such corporate accounting scandals as Enron and WorldCom, the Act is transforming how business is done in corporate America and around the world.

The comprehensive weeklong Sarbanes-Oxley Boot Camp is an opportunity for you to experience virtually every important element of SOX and how it applies to your job, your career, your company and your industry. This is the most thorough SOX training program in the world and, through a series of simulation workshop exercises, it is designed to address the unique needs of finance, accounting, IT, legal and audit professionals alike.

What are the benefits?

- Gain practical Sarbanes-Oxley skills you can use on the job
- Access to a wide range of SOX-related experts and instructors
- Increase your effectiveness on the job in days, not months and years
- Network with your colleagues and peers in the same and different industries
- World-class course material from the most carefully selected course designers
- Actionable learning, case studies, classroom discussions and ample time for Q&A
- Complete "turnkey" comprehensive Sarbanes-Oxley training program
- Knowledgeable employees make a more compliant and ethical organization

What will you learn?

- Intent of Sarbanes-Oxley and why it is important to you and your organization
- What caused the recent corporate governance failures and how to prevent them
- The tenets of Sarbanes-Oxley CEO and CFO Certifications and Disclosures
- The role of Internal and IT Audit, and a comparison to the COSO Framework
- Sarbanes-Oxley related bodies including SEC, FASB, PCAOB and COSO
- Sarbanes-Oxley Compliance Planning and Implementation Methodology
- Impact of Section 302 (Certification and Disclosure) and 404 (Internal Controls)
- Key sections of the Sarbanes-Oxley Act (specifically 302, 404, 409, 103, 301)
- The future impact of Sarbanes-Oxley in North America and around the world
- How and why SOX impacts virtually everyone in every department
- Career opportunities created by Sarbanes-Oxley and how to leverage them

Why train with us?

- The most comprehensive SOX training and certification programmes
- Continuously updated, improved and revised to keep current with changes
- Benefit from our world-class real-world training methodology
- Real-world certified instructors and Sarbanes-Oxley professionals
- Active, hands-on exercises to gain practical skills that you can use immediately
- Outstanding value for your investment of time and money
- Opportunity to network with like-minded professionals

Presented by:

In Collaboration with:



"This is the most comprehensive Sarbanes-Oxley training curriculum. It provides the ideal overview for the novice and provides the much needed big picture for the experienced SOX specialist."

- Jennifer T., Consultant, Oracle

"I'm an IT professional. I saw at least one successful approach to an IT SOX compliance implementation. I was exposed to SOX compliance from a financial perspective."

- John L., IT Project Manager, KPMG

"... Focuses you on the importance of the right controls to be implemented according with dispositions and the companies needs."

- Julia M., previously Internal Audit, Kraft

"SOX certification from Sarbanes-Oxley Group is one of the most valuable and practical certifications that every professional should have regardless of their industry or field."

Employers and recruiters will be looking for this highly respected mark of industry achievement as professionals look to take their jobs, their careers and their companies to the next level."

- Curtis W., Recruiting Manager, MPS, one of the largest global providers of Finance, Accounting, IT, Law

CLIENTS' LIST

- AT&T
- MCI Canada
- Bell Canada Enterprise
- NeighborCare
- Celanese
- New Identity
- CGI/ACMS
- RCN Corporation
- CIBC
- Rothmans, Benson & Hedges
- CIBC Mellon
- Citistreet
- Rumarson Technologies
- Crescent Technologies
- Salomon Smith Barney
- Genesis Health Venture
- STS Software
- Greateway Systems
- The Document Company - XEROX
- Great West Life
- Towers Perrin
- Inco Limited
- Travelers Insurance Company
- London Life
- Lucent Technologies
- University Health Network

The 5-Day Sarbanes-Oxley Boot Camp

I Program Outline

Day 1 - 24 October 2005 (Monday)

Introduction to SOX (SOXINTR) – Why SOX?

Learning Objectives

Gain an understanding to what SOX is, how it came to be, and its impact on you

Program Contents

- History and impact of SOX
- Events leading up to the ACT
- Key components of the ACT
- Consequences for business
- The role of SEC & PCAOB
- The future impact of SOX

Pre-requisite

None

Day 2 - 25 October 2005 (Tuesday)

Fundamentals of Sarbanes Oxley (SOXFUND)

Learning Objectives

An in-depth look at the most important elements of SOX frameworks and practices

Program Contents

- History and Impact of SOX, and Events Leading up to the Act
- Critical sections and key components of SOX including 302, 404, 409, 103
- SEC, PCAOB, FASB and other governing bodies and organizations
- COSO, COBIT, ISO 17799, SOCKET and other frameworks
- SOX Documentation and Disclosure Procedures
- Internal Controls, Financial Assertions, Risk Management

Recommended

SOXINTR

Day 3 - 26 October 2005 (Wednesday)

Implementing SOX (SOXWORK) – Workshop

Learning Objectives

A practical journey through a typical SOX 404 “implementation” project

Program Contents

- Understanding Entity-, Process- and IT/Application-level Controls
- Designing and Documenting Entity-, Process- and IT/Application-level Controls
- Identifying, isolating and remediating deficiencies and weaknesses in Internal Controls
- Break-out: Form sub-groups to work on real-world SOX project simulation exercise
- *New!* Career opportunities in SOX (Informal break-out group over lunch)

Pre-requisite

SOXFUND

Day 4 - 27 October 2005 (Thursday)

Project Management for SOX (SOXPROJ)

Learning Objectives

Apply proven compliance management techniques to SOX implementation

Program Contents

- Plan, Scope and Assess Sarbanes-Oxley Project
- Identify and Document Key Processes, Controls
- Evaluate Control Design, Operational Effectiveness
- Identify and Remediate Deficiencies/ Weaknesses
- Establish Ongoing Audit/Monitoring Procedures
- Build-in Sustainability

Pre-requisite

SOXWORK



Day 5 - 28 October 2005 (Friday)

SOXbase Review & Exam (SOXEXAM)

Learning Objectives

Course Review

Program Contents

Morning: Review of "Fundamentals of SOX"

Afternoon: SOXBase Exam

The SOXBase certification exam is intended for those professionals who seek to demonstrate a fundamental level of competence and expertise in the theoretical tenets of Sarbanes-Oxley (SOX). These professionals may come from various backgrounds including, but not limited to, internal audit, IT audit, external audit, finance, accounting, IT, legal etc.

The exam is appropriate for those new to Sarbanes-Oxley (SOX) as well as those intimately familiar with it.

Recommended

SOXFUND

Who should Attend

Professionals and executives in:

- Finance and Accounting
- Information Technology
- General Counsel/ Law
- Internal/ External Audit

Pre-requisites

A professional-level background in finance, accounting, IT, legal or audit

Course Material

500 pages of CSOX courseware



PROGRAM LEADER

Mr Irfan Saeed is an experienced business and technology professional, with strong technology and management experience spanning seventeen years in Strategy, Governance, Organization Restructuring, Administration, Finance, Internal Audit, Internal Controls, IT Audit, Data Warehousing, Project Management, Change Management, Application Development, SDLC, ITIL and Zachman Framework.

He is the Program Director, Enterprise Risk Management of Business Consultants Group, a private, project-based management consulting firm created to help clients execute strategies on a more cost effective basis by providing experience and high-calibre enterprise risk management, program management, accounting, finance, internal audit and information management professionals.

Irfan has managed multiple Sarbanes-Oxley engagements and has trained hundreds of Finance, Operations and IT Professionals on how to comply with the act. Throughout his career, he's consulted with many clients. Some of his clients include Citibank, Travelers Insurance Company, Salomon Smith Barney, AT&T, MCI, Bell Canada, Xerox, Genesis Health Venture, CGI and AMS. He also conducts training workshops in North America on Sarbanes-Oxley Compliance, CISA Course Review and PMP Certification.

Irfan holds a Bachelor of Commerce degree from Karachi University, BS in Management and MS in Management Systems Analysis from Kean University, New Jersey. He also holds Project Management Professional (PMP) and Certified Information Systems Auditor (CISA) certifications.

ACCOMMODATION INFORMATION

Swissotel Merchant Court
20 Merchant Court Road
Singapore 058281
Tel: (65) 6337 2288
Fax: (65) 6334 0606
Email: ask-us.singapore-merchantcourt@swissotel.com
Website: www.swissotel.com

For reservations, please make your bookings directly with the hotel. To enjoy the special room rates, please quote "**The 5-Day Sarbanes-Oxley Boot Camp**". Hotel bills are to be settled by participants directly with the hotel. Hotel reservations and travel arrangements are the responsibilities of the registrant. Please note that the hotel rooms are available on a first-come-first-served basis.

REGISTRATION, CANCELLATION & REFUND POLICY

1. If you are unable to attend, a substitute participant is welcome at no extra charge. Please provide the name and the title of the substitute participants at least 2 days prior the boot camp. A refund less 10% administrative charge will be made for cancellation received in writing by 3 October 2005.
2. A complete set of workshop documentation and a 50% refund can be made for cancellation received 17 October 2005. Regrettably, no refund can be made for cancellation received after 17 October 2005.
3. The organiser reserves the right to make any amendments and/or changes to the programme, venue, speaker replacements and/or topics if warranted by circumstances beyond its control.

For further enquiries, please contact

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Fax: (65) 6557 2751
E-mail:

customerservice@intellitrain.biz
Website: www.intellitrain.biz

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THE SARBANES OXLEY BOOT CAMP (24-28 October 2005)

Boot Camp Session Contents:

- Day 1: Introduction to SOX (SOXINTR) – 24 Oct 2005
- Day 2: Fundamentals of Sarbanes Oxley (SOXFUND) – 25 Oct 2005
- Day 3: Implementing SOX (Workshop) (SOXWORK) – 26 Oct 2005
- Day 4: Project Management for SOX (SOXPROJ) – 27 Oct 2005
- Day 5: Review & Exam – 28 Oct 2005

REGISTRATION FORM

1st Delegate:

Name: Mr/Mrs/Ms/Dr. _____

Designation: _____

Email: _____

2nd Delegate:

Name: Mr/Mrs/Ms/Dr. _____

Designation: _____

Email: _____

3rd Delegate:

Name: Mr/Mrs/Ms/Dr. _____

Designation: _____

Email: _____

Organisation: _____

Address: _____

Telephone: _____ Fax: _____

As all registrations will be confirmed only by email, please provide email addresses at which you can be reached directly during office hours. If you have no email address, please indicate N/A so we can fax your confirmation.

Payment (please circle as appropriate):

TRAINING PACKAGES	NORMAL RATES	INTELLITRAIN PARTNERS OR PREFERRED CLIENTS
Days 1 to 4 (24-27 Oct 05)	\$4980.00	\$4233.00
Days 2 to 4 (25-27 Oct 05)	\$4180.00	\$3553.00
Days 3 & 4 (26 & 27 Oct 05)	\$3280.00	\$2788.00
Days 1 & 2 (24 & 25 Oct 05)	\$1880.00	\$1598.00

INDIVIDUAL MODULE	NORMAL RATES	INTELLITRAIN PARTNERS OR PREFERRED CLIENTS
Day 1 (24 Oct 05) SOX Introduction	\$940.00	\$780.00
Day 3 (26 Oct 05) Implementing SOX	\$1998.00	\$1698.30
Day 4 (27 Oct 05) Project Management for SOX	\$1998.00	\$1698.30
Day 5 SOXBase Review & Exam	\$ 900.00	\$ 900.00

*No discounts will be extended for the SOXBase Review & Exam session on Day 5.

Cheque payments should be made payable to "Intellitrain Pte Ltd" & arrive at 8 Robinson Road #10-00 ASO Building Singapore 048544 with your completed registration form by the closing date, Wednesday, 19 October 2005.