



7 August 2014

Dear Member

38th ANNUAL GENERAL MEETING

I have pleasure in enclosing the following documents in respect of the forthcoming Annual General Meeting ('AGM') of The Institute of Internal Auditors Singapore ('IIAS'):

1 Notice of Meeting

The AGM will be held on **Thursday, 21 August 2014** at the M Hotel, Banquet Suite, Level 10, 81 Anson Road, Singapore 079908 at **6.30pm**.

The agenda for the meeting is enclosed.

Members are reminded that the annual subscription for the financial year 2014/2015 was due and payable on 1 June 2014. **Only members who have renewed their subscriptions are eligible to attend the AGM.**

A quorum of at least 50 members is required for the AGM. Your support in attending the AGM will be much appreciated, and those who register and are present at the AGM will receive an early bird door gift on a first-come-first-serve basis.

The meeting will be followed by an international buffet dinner. Both the dinner and door gifts are given free of charge by IIAS to show our appreciation to members for the support given to us during the year. It is also an occasion for busy IA professionals to meet and celebrate the end of the IIAS year.

Members attending are requested to complete and return the attached Attendance Form to reach us **by 14 August 2014** to enable the necessary catering arrangements to be made.

2 Minutes of the 37th AGM and President's Report for year 2013/2014

We enclose a copy of the minutes of the 37th AGM and the President's Report for the year 2013/2014.

3 Report of the Nominating Committee

The Nominating Committee Report is enclosed. The By-Laws permit nominations by the Nominating Committee as well as by all members.

4 Audited Accounts

A set of the audited accounts for the financial year ended 31 May 2014 is enclosed.

Yours faithfully

Eric Lim
President
2013/2014

Enc



7 August 2014

NOTICE OF 38th ANNUAL GENERAL MEETING

The 38th Annual General Meeting of The Institute of Internal Auditors, Singapore will be held on **Thursday, 21 August 2014** at the M Hotel, Banquet Suite, Level 10, 81 Anson Road, Singapore 079908 at **6.30pm**.

AGENDA

Ordinary Business

- 1 To adopt the Minutes of the 37th Annual General Meeting
- 2 To discuss the Matters Arising from the Minutes of the 37th Annual General Meeting
- 3 To receive and adopt the President's report for the year 2013/2014
- 4 To receive and adopt the Audited Accounts for the year ended 31 May 2014
- 5 To elect Officers and Governors for the year 2014/2015
- 6 To (re) appoint and approve the Remuneration of the External Auditors
- 7 To present Membership Recognition Awards
- 8 To announce conferment of Honorary member of IIA Singapore
- 9 To present mementos of recognition to the 2013/2014 Governors
- 10 To discuss Any Other Business of which due notice has been given in writing to the Secretary

Special Business

- 11 To adopt proposed amendments to the IIAS By-Laws

By Order of the Board of Governors

Abdul Hamid Bin Abdullah
Secretary

NB. During the networking dinner, we will be presenting certificates to new CIAs, CCSAs, CFSAs and CRMAs.



PRESIDENT'S REPORT FOR YEAR 2013/2014

Dear Member

On behalf of the Board of Governors, I am pleased to report on the various activities of IIA Singapore for the year ended 31 May 2014.

1. Membership

Membership grew from 2,145 members in 2013 to 2,305 members in 2014, an increase of 7.46%. The membership rise was due to Certified Internal Auditor (CIA) examinations and Certification in Risk Management Assurance (CRMA) registrations. There was also a significant increase of Corporate Members.

The membership composition comprises 1,313 (31 May 2013: 1,234) individual members including 60 student members, and 992 (31 May 2013: 911) corporate nominees.

2. Certification Programmes

There are 5 types of certifications:

- Certified Internal Auditor (CIA)
- Certification in Control Self-Assessment (CCSA)
- Certified Financial Services Auditor (CFSA)
- Certified Government Auditing Professional (CGAP)
- Certification in Risk Management Assurance (CRMA)

In total, 633 applications were received for certification exams from June 2013 to May 2014, as compared to 788 applications for 2012/2013.

We would like to congratulate those members who passed the various certification exams in FY 2013/2014. There are 90 newly certified CIAs, 6 CCSAs and 12 CFSAAs and 12 CRMAs.

In total, we have 1,300 CIAs, 76 CCSAs, 86 CFSAAs, 3 CGAPs and 113 CRMAs as at 31 May 2014.

Several runs of the CIA Review Courses were conducted by our Board member Mr Sia Nam Chie (CIA, CA (Singapore), CISA, CFE, CFA, MBA, B. Acc). We would like to acknowledge and thank Nam Chie for his tireless contributions.

Certification Exam	Date of Review Course
CIA Exam Part 1	30 Aug 2013 & 18 Jan 2013
CIA Exam Part 2	23 Sep 2013
CIA Exam Part 3, Session I & II	31 Oct – 1 Nov 2013 & 17-18 May 2013



3. Continuing Professional Development Programme

We encourage members to continuously maintain and enhance their knowledge, skills, and other competencies through the Continuing Professional Development (CPD) programme and attaining the various certifications such as CIA and CRMA. By keeping abreast with current developments in corporate governance, risk management and internal control as well as internal audit (IA) best practices, standards, procedures and techniques, it will help members to better prepare themselves for the challenges that impact the profession.

Our CPD efforts for members have been centred on conferences, forums, seminars/workshops, in-house training programmes, breakfast/evening talks, roundtables, volunteering in professional organisations and participation in research projects. The Internal Audit Leadership Program is being reviewed by the Singapore Accountancy Commission (the driver of the post graduate programme with IIAS as their collaborator), . As part of this review, the Singapore Accountancy Commission (SAC) will be seeking various stakeholders to collaborate in the development of the program.

3.1 Education

IIAS organised 59 education events in FY2013/2014 and a total of close to 870 attendees attended these events.

For the year's programme, we delivered some new and interesting courses such as 'Fraud Detection and Investigation for Internal Auditors', 'COSO 2013: How to Implement The Revised Internal Control Framework', 'The Extraordinary Internal Audit Leader', 'Data Analysis for Enhancing Control & Exposures Detection', 'Auditing of Treasury Function', 'Team Coaching & Driving Performance for Internal Audit Leaders', 'Mind Mapping in Audit', 'Lie to Me: Interview Essentials through Linguistic Lie Detection', 'Ethics & Organizational Justice: A preventive Approach to Internal Conflict', 'Fundamental Skills in Information Systems (IS) Auditing' and 'Analyzing and Improving Business Processes'. We also conducted three (3) customised corporate programmes which included one (1) workshop on Internal Controls and Fraud Awareness, whereby the participants were mostly General Managers from the Asian region. The core courses continue to be conducted and remained well-attended. Details of the 59 education events are listed in the Appendix to this report.

Singapore IIA Academy will continue to raise the professional competency of the internal audit community by providing high quality education programmes in accordance with the Professional Training Pathway, and taking the direction from the government to develop Singapore into a regional internal audit knowledge centre.

The academy will continue to run a good mix of courses to fulfil the various technical skills and career development needs of our members.

We would like to thank all the course instructors and speakers for their valuable contributions.

3.2 Conferences

3.2.1 Annual Conference and Leadership Forum 2013

Held from 4 to 6 September at the Marina Bay Sands, Sands Expo & Convention Center, the conference which was themed "Breaking Barriers, Building Bridges", focused on the importance of technical skills which should be complemented with effective communication skills as valuable traits of internal audit professionals. The event was attended by almost 300 delegates comprising

participants, guests, speakers and panellists. The leadership forum was held on 4 September, followed by the Annual Conference from 5 to 6 September. It was graced by the Guest-of-Honour, Mr David Gerald, President and CEO of Securities Investors Association (Singapore). Other distinguished speakers included Prof. Mervyn King, Chairman of the King Committee on Corporate Governance, and Mr. Paul Sobel, IIA Global Chairman from 2013 to 2014.

The conference and leadership forum were sponsored by ACL Services, BDO LLP, CCH Teammate, Crown Systems, Deloitte, KPMG, Metric Stream, PwC, RSM Ethos and Thomson Reuters Accelus.

IIAS President also presented the William S. Smith Certification of Honours Award for Outstanding Performance in the 2012 Certified Internal Auditor (CIA) Examination to Mr. Ng Chee Peng, Internal Audit Manager, Keppel Land International Ltd.

3.2.2 Public Sector Internal Audit Conference 2014

The 2-day Public Sector Internal Audit Conference 2014 from 8 to 9 April was jointly organised with the Civil Service College Singapore. More than 300 participants from the public sector audit and non-audit professions gathered at the PSIA Conference with the theme “Taking The Lead in Effective Governance”. Representatives and conference delegates included public sector internal auditors, risk managers, procurement and compliance managers, senior management, audit committee members of public sector organisations as well as private organisations acting as service providers or agents of government and/or statutory boards. The Permanent Secretary (Finance) (Performance), Ministry of Finance, Ms. Lim Soo Hoon officiated the opening of the two-day conference at the Marina Mandarin Singapore.

Conference attendees had the opportunity to hear from high profile public sector audit leaders and speakers from Australia, New Zealand, USA, Singapore and South Africa sharing insights into governance, risk management, auditing and internal controls.

We would like to thank our Conference Committees for their efforts in organising two landmark events, i.e. Mr. Abdul Hamid Bin Abdullah and Mr. Teo Kim Yong for the Annual Conference and Leadership Forum 2013, and Prof. Teo Chee Kiang and Mr. William Lim for Public Sector Internal Audit Conference 2014. Special thanks also go to the secretariat team for supporting the major events well.

3.3 Roundtables

IIA Singapore held one roundtable discussion during the year. The roundtable was jointly hosted by IIA Singapore and Singapore Accounting Commission (SAC) on 23 May 2014 to bring together key stakeholders for a critical discussion on the changing role of internal audit and its key role in supporting the board of directors on the review of internal controls. The roundtable discussion involved 10 participants from various companies and management roles including Chief Audit Executives, Audit Committee Chair and Senior Management who shared their views and experiences. The roundtable was moderated by Melissa Aw Yong, Board Member, IIA Singapore. The roundtable discussion resulted in three key conclusions. Firstly, IA must actively engage with its stakeholders, the board, audit committee and management. Secondly, IA needs to be positioned as an important function to organisations. And thirdly, IA needs to hone specific skills and capabilities for the future.

We will continue to hold roundtables on topics that are of interest and welcome members to come forth and contribute at these roundtables.



4. Advocacy

IIA Singapore works with professional bodies and other organisations to promote internal audit and elevate the status of the profession through activities such as joint talks, events and awards. These organisations include Singapore Institute of Directors (SID), Singapore Accountancy Commission (SAC), Securities Investors' Association (Singapore) (SIAS), Association of Chartered Certified Accountants (ACCA), CPA Australia, ISACA and Institute of Singapore Chartered Accountants (ISCA).

4.1 MOU/Joint Talks

ACCA Singapore (The Association of Chartered Certified Accountants) and IIA Singapore signed a MOU on 20 September 2013 to intensify collaboration efforts in areas of common interest and mutual benefit. The MOU commits the two professional bodies to share knowledge for beneficial research, expertise in technical issues as well as professional development, jointly organised networking events and opportunities, to strengthen members' capabilities to keep abreast with latest issues impacting the business community.

During the year, IIA Singapore hosted six joint talks with other bodies. The first one was a full day seminar with SID at Marina Mandarin Hotel on June 5, 2013. Mr. Donald Espersen spoke on "Control Self-Assessment (CSA) Program: A Tool to Support Audit Committee's Opinion on the Adequacy of Internal Controls" and "Internal Auditing: What Audit Committee should Expect from the Chief Audit Executive or Head of Internal Audit". Another one was held with CPA Australia at their premises on "ERM: One Size Does Not Fit ALL". An evening talk was given by Mr. James Roth and was attended by nearly 70 members of IIA Singapore and CPA Australia on October 22, 2013. On April 24, 2014, IIA Singapore held a joint full-day seminar with ISCA at ISCA House, on "Implement a Risk Governance & Internal Control Framework Based on the Revised Code of Corporate Governance". Close to 30 participants made up of IIA and ISCA members attended this seminar by Mr. Donald Espersen.

Other joint talks include the evening talk on 31 July 2013 with The Prodigy Group (currently ACL Services) at The Mint Museum of Toys where Mr. Eduardo Tsang spoke on "Improving Governance through Data-Driven Audits". Partnering with Thomson Reuters, a 100-pax Lunch-and-Learn session was held on 14 August, whereby Mr. Patrick Wang and Mr. James Loh shared on "The Evolving Role of Internal Audit in the GRC Environment". Three-partite, IIA-SID-Protiviti, COSO Chairman (Bob Hirth) Hirth briefed more than 70 senior management professionals on the revised "COSO Internal Control Framework - what's changed, why and so what?" on January 27, 2014. The presentation continued with a panel discussion made up of representatives from IIA, SID and Singapore Accountancy Commission (SAC) who shared their views on COSO 2013 and how the Framework could support requirements of the SGX Listing Rule 1207(10).

In the coming FY14/15, joint talks with ACCA and SID will be held on "Strategies in Preventing Fraud and Corruption in a Global Business" and "20 Questions Directors Should Ask About Internal Audit" respectively.

4.2 International Internal Audit Awareness Month - May 2014

The Institute collaborated with Singapore Accountancy Commission to do a series of 4 interviews on Internal Auditors and its Stakeholders as part of celebrating International Internal Audit Awareness Month in May. The interviews with Audit Committee members focused on their expectations and positioning of the IA function, as well as outsourced IA functions. For CAEs, the focus of the



interview was on IA staff competencies. As for the CEO and CFO, insights were gathered on their expectations and perceptions of IA's scope of work. These interviews were featured on our communication platforms and circulated by Singapore Accountancy Commission (SAC).

As part of International Internal Audit Awareness Month and Singapore Investment Week 2014 (17-24 May), Mr. James Loh, Vice President of IIA Singapore, shared why Internal Audit functions are necessary as a check and balance in organisations. He shares with investors key questions to ask companies on their Internal Audit functions during an AGM. The video interview was shared on our communication platforms and circulated by Securities Investors Association (Singapore).

To commemorate the celebration of International IA Awareness Month, we also celebrated with more than 60 members over cocktail reception. . The evening ended with informative sessions by Syed Hussain of Robert Half and Betty Kan on how to build a personal brand - both online and in person.

4.3 The Internal Audit Excellence Award

IIA Singapore together with Securities Investors Association Singapore and Singapore Management University - Sim Kee Boon Institute for Financial Economics, hosted the Internal Audit Excellence Award 2013 for the third time running. Singapore Telecommunications Limited was the winner of the Internal Audit Excellence Award with DBS as the Runner Up. The Merit Awards were awarded to Singapore Airlines Ltd, City Developments Ltd and Fraser and Neave Ltd; and the Special Recognition Award Winner was Debbie Goh, Head of Internal Audit of Fraser and Neave Ltd. We will be working with SIAS and SMU again this year to host the 4th Internal Audit Excellence Award.

4.4 Endorsing SIAS Investors' Choice Award - Towards Excellence in Corporate Governance and Transparency

IIA Singapore continues to support and endorse the Securities Investors Association Singapore (SIAS) Investors' Choice Award in particular, the Singapore Corporate Governance Award and the Most Transparent Company Award and Financial Journalist Award. This Award seeks to honour and recognise public-listed companies which have demonstrated exemplary corporate governance and transparency practices throughout the year.

4.5 IIA Singapore's International Representation on the IIA Inc's Committees

Past President Tan Peck Leng and President Eric Lim continue to serve on the IIA Global Committees, namely the Standards Board and the Institute Relations Committee, respectively.

4.6 Student Outreach

One student talk was held during the year at UNISIM in the format of Forum Chat. Mr Benjamin Ng, Head of Internal Audit, CapitaMalls Asia Limited, and Mr. Richard Tan, Partner, KPMG Advisory LLP, Singapore, sparked lively interest among students regarding the profession as they shared how they climbed the ranks and became the successful professionals that they are today. More than 100 students were present at the talk and IIA Singapore has also successfully linked member organisations with student members to create internship opportunities.

The SMU School of Accountancy and IIA Singapore collaborated in late 2013 to develop and launch an Internal Audit Elective for accountancy undergraduates. Each semester, the elective culminates in a project where students work in groups and present their Internal Audit plans based on a written

case by Professor Foo See Liang, Associate Professor of Accounting (Practice). The winners are given the IIA Singapore Prize for the Best Internal Audit Project.

In November 2013 and April this year, 6 groups presented their internal audit plans for “Stamford Furniture Limited”. Students did a risk assessment of the business and then drew up a 3-year internal audit plan and engagement work programme for Stamford Furniture. Making reference to the IPPF, they took questions on internal controls, the audit universe and audit reporting by the case judges who are representatives from the IIA Singapore’s Board of Governors.

4.7 Members’ Networking Sessions

IIA Singapore and ISACA jointly hosted a members’ networking evening to celebrate Chinese New Year on 7 February 2014 at Concorde Hotel. About 100 members and non-members from both organizations attended the event. Mr Rajesh Sreenivasan from Rajah & Tan LLP gave a talk during the dinner on Singapore Personal Data Protection Act plus New Updates. The talk was well received as it provided the attendees an insight towards the implementation of the PDPA Act on 2 July 2014.

4.8 Other Advocacy Events

IIA Singapore continues to be a supporting organisation for the International Accountants’ Day on November 7, 2013. The event was held at Lawn @ Marina Bay in celebration of International Accountants Day which falls on 10 November each year. The event was hosted by CPA Australia and Singapore Accountancy Commission (SAC) and was a fund-raising event called “Count on Me!”.

4.9 IIAS Outstanding Student Award and Prize for Internal Audit Project for SMU Students

IIA Singapore sponsors Outstanding Student Award at SMU. It is for a period of 3 years commencing academic year 2013/14 to recognise outstanding students in IA program and also to raise the profile of the IA profession. Two top students would win a cash prize of \$500 each and be eligible to sit for CIA Part 1, 2 and 3 exams. Similarly, top 3 project teams in the IA elective program which exhibited sound understanding and applications of internal audit would be given cash award of \$600 in total.

4.10 Hiring of PR Agency

As part of IIA Singapore’s mission, we push forth our advocacy efforts to elevate the profile of our Institute and increase awareness of IIA in Singapore with media exposure and communication. This will enhance the professional status of internal auditing in Singapore, develop mutual understanding between stakeholders and emphasise the importance of internal auditing. We work towards establishing a solid foundation for IIA’s communications, strengthen media relations and increase mindshare.

We appointed a PR agency, Cohn and Wolfe, a global firm of 40 years with 1,100 staff, across various countries. Cohn and Wolfe was appointed after we evaluated a total of four agencies based on cost, track record and clarity of deliverables. With a proven track record with ACCA, the PR firm successfully engaged Channel News Asia, XinMSN and News93.8 Live News to cover the ACCA-IIA Breakfast Seminar on 3 July 2014.



5. Member Communication

IIA Singapore communicates with members and other stakeholders through various communication platforms. The Institute provides timely global and local updates on the profession, new guidance and publications by The IIA and upcoming Institute events via the www.iaa.org.sg website, LinkedIn and Facebook. Bi-weekly updates are sent via email to members.

Membership of our LinkedIn professional networking site has grown in popularity from 838 (in July 2013) to 1,171 (in July 2014). The LinkedIn Group is intended to be a platform for interactive discussions, exchange of ideas and networking among members, job placement and enhance visibility of IIA Singapore. Regular updates and the monthly President's message are posted on the group. The group is open to all members and also prospective members.

During the year, the number of likes/followers at the Institute's Facebook page has grown to 372 likes (in July 2014). The Facebook page is used as a platform to connect with members and non-members to promote Institute events and share news on internal audit.

IIA Singapore also launched E-Connect newsletter, as a quarterly round-up for the Institute's events and happenings. This electronic newsletter is made available to the public on the website and also circulated via Vertical Response to non-members as well.

6. Website and System Automation

IIA Singapore has revamped its website and the new website was recently launched in June 2014. The next phase would be to integrate online registration for training and events, together with membership and certification management, and a library module. In order to improve productivity and serve members better, IIA Singapore is automating its processes. The proposed system will enable members to apply or renew membership online and register for courses online as well as make payment online via credit card. Currently, credit card payment is only applicable for online registration for seminars and conferences.

7. Other Events

7.1 ACIIA

IIAS continues to support the activities of the ACIIA, with President Eric Lim participating in the ACIIA Business Meeting in Taiwan in 2013.

8. Secretariat Office and Full-time Staff

The Secretariat is currently operating with 7 permanent staff of which majority of them had joined in FY2013/2014.

The Secretariat office actively support the roll-out of global, regional and local strategies and initiatives to advance the IA profession, including initiatives and developments such as system and website enhancements, conferences, roundtable discussions, collaborative efforts with SAC, ACCA, Singapore Management University, ISACA, and SID.



9. Library

We will continue to invest and build up a comprehensive library to serve members' needs.

10. Financial Position

The financial position of IIAS has improved for 2014. The net operating surplus for the year was \$291,707 compared to \$63,574 a year ago. As at 31 May 2014, the accumulated surplus was \$1,363,167 (31 May 2013: \$1,071,460).

Operating income increased by 38% to \$1,073k from \$777k in 2013 which was contributed mainly by the growth in seminar, conferences and examination fees. Non-operating income increased by 223% to \$32k (2013: \$9.96k) which was contributed by rental income of office's meeting room, government grant and bank interest.

Expenses increased by 11.4% to \$806k from \$724k in 2013. This was mainly due to the increase of 9.4% in salaries and staff costs with the growth in staff force (\$397k versus 2013: \$363k) and the increase of 29.3% in office rental (\$113k versus 2013: \$87k).

The Board will continue to exercise prudent financial policies and look for ways to continuously provide value to members. The Board has evaluated and decided to continue the engagement of the accounting services to June 2015. The Board continues to hold a conservative investment strategy for the surplus funds.

11. Board Attendance Statistics

President	Eric Lim	4/4 meetings
Vice President	Tan Boon Yen	3/4 meetings
Vice President	James Loh	4/4 meetings
Secretary	Abdul Hamid Bin Abdullah	3/4 meetings
Treasurer	Teo Kim Yong	4/4 meetings
Governors	Audrey Huang	3/4 meetings
	Antonio Martinez Marroquin	3/4 meetings
	Derrick Lim	4/4 meetings
	William Lim	3/4 meetings
	Teo Chee Kiang	4/4 meetings
	Melissa Aw Yong	4/4 meetings
	Sia Nam Chie	2/4 meetings
	Immediate Past President	Uantchern Loh

12. Appreciation

The Treasurer, Teo Kim Yong, will be stepping down from the Board.

We would like to take this opportunity to thank Kim Yong for giving his precious time and commitment over the past years to serve the Institute and its members. We wish him the very best in his future endeavour.

The rest of the governors serving as at 31 May 2014 have given their commitment to serve you for another term and expressed their willingness to stand for re-election.



The Institute of Internal Auditors Singapore

The Secretariat, 6 Shenton Way #41-04, OUE Downtown 1, Singapore 068809 Tel: 6324 9029 Fax: 6220 5972

On a personal note, I thank the Board of Governors and the Secretariat team for all the hard work, and to all members for your continuous and strong support.

We look forward to your continuous involvement and participation in the events ahead and strong support for the new Board.

Eric Lim
President



Appendix

LIST OF EDUCATIONAL EVENTS 2013-2014

No.	Date	Event	Speaker
1	3-4 Jun 13	Control Self-Assessment Approaches & Essential Skills	Donald Espersen
2	5 Jun 13	Understanding and Applying the Essential Guidance for the Internal Auditing Practices	Donald Espersen
3	6-7 Jun 13	Performing an Effective Quality Assessment	Donald Espersen
4	13-14 Jun 13	Financial and Operational Audits II	Tan Boon Yen
5	20-21 Jun 13	Value-Added Business Controls: The Right Ways to Manage Risk	Wong Meng Yun
6	24-Jun-13	Leadership Skills for Internal Auditors	Jean-Yves Le Corre
7	8-9 Jul 13	Privacy and Data Protection	Shivangi Nadkarni
8	18-19 Jul 13	Fraud Awareness, Risks and Controls	Sylvia Lim
9	22-Jul-13	Business Continuity Essentials - Learn the fundamentals of Business Continuity Management along the lines of SS 540 & ISO 22301	Chaitanya Kunthe
10	25-26 Jul 13	Fundamentals of Computer Network Essentials for Auditors	Apoorv Dubey
11	1-2 Aug 13	Spreadsheet Auditing Techniques	Dr. Lim Thou Tin
12	15-16 Aug 13	Creative Problem-Solving Techniques for Auditors	Jeremy Peh
13	26-27 Aug 13	Enterprise Risk Management: An Introduction	Chng Seh Chong
14	30-Aug-13	CIA Exam Prep Course - Part 1	Sia Nam Chie
15	19-20 Sep 13	Project Management for Auditors	Jeremy Peh



Cont'd LIST OF EDUCATIONAL EVENTS 2013-2014

No.	Date	Event	Speaker
16	23-Sep-13	CIA Exam Prep Course - Part 2	Sia Nam Chie
17	27-Sep-13	Managing Difficult Auditees (In House Training)	Jeremy Peh
18	27-Sep-13	Procurement Fraud	Sylvia Lim
19	10-11 Oct 13	Fraud Detection and Investigation for Internal Auditors	Suresh D.
20	21-22 Oct 13	COSO 2013: How to Implement the Revised Internal Control Framework	James Roth
21	23-Oct-13	Report Writing	James Roth
22	24-25 Oct 13	Risk-based Auditing and Reporting	James Roth
23	28 - 29 Oct 13	Managing Procurement Fraud & Developing a Fraud Risk Management Program	Sylvia Lim
24	31 Oct - 1 Nov 13	CIA Exam Prep Course - Part 3	Sia Nam Chie
25	7-8 Nov 13	Managing Difficult Auditees	Jeremy Peh
26	14-15 Nov 13	Auditing Treasury Function	Christopher Go
27	18-19 Nov 13	Managing Procurement Fraud & Developing a Fraud Risk Management Program (2nd run)	Sylvia Lim
28	19-Nov-13	General IT Audit for Non IT Auditors	Abdul Hamid Bin Abdullah
29	21-22 Nov 13	VFM Auditing	Yeo Pee Pin
30	21-22 Nov 13	Internal Controls & Fraud Prevention (In House Training)	Sylvia Lim
31	27-29 Nov 13	Three Day Boot Camp for New Auditors	Jerry Lee



Cont'd LIST OF EDUCATIONAL EVENTS 2013-2014

No.	Date	Event	Speaker
32	2-3 Dec 13	The Extraordinary Internal Audit Leader	Tan Swee Heng
33	3-Dec-13	Champions of Change	Jeffrey Berk
34	6-Dec-13	Interviewing Skill for Auditors	Jeremy Peh
35	10-11 Dec 13	Fraud Awareness, Risks and Controls	Sylvia Lim
36	6-7 Jan 14	Data Analysis for Enhancing Control & Exposures Detection	Yeo Pee Pin
37	10-Jan-14	Forex Risk Management: How to Assess the Effectiveness of Internal Controls to Manage Forex Risk Exposures	Wong Meng Yun
38	14-Jan-14	General IT Audit for Non IT Auditors (2nd run)	Abdul Hamid
39	18-Jan-14	CIA Prep Course Part 1	Sia Nam Chie
40	18-19 Feb 14	Team Coaching & Driving Performance for Internal Audit Leaders	Tan Swee Heng
41	20-21 Feb 14	Auditing Information Security Governance and Controls	Chaitanya Kunthe
42	26-28 Feb 14	Beginning Auditor Tools and Techniques	Eric Lim
43	27 - 28 Feb 14	Managing Procurement Fraud & Developing a Fraud Risk Management Program	Sylvia Lim
44	3-Mar-14	Mind Mapping in Audit	Winnie Ang
45	6-7 Mar 14	Manager Auditor Tools & Techniques	Lilian Tay
46	12-Mar-14	Procurement Fraud	Sylvia Lim
47	13-14 Mar 14	Corporate Governance; Strategies for Internal Audit	Wong Meng Yun



Cont'd LIST OF EDUCATIONAL EVENTS 2013-2014

No.	Date	Event	Speaker
48	20-21 Mar 14	Construction Audit	Scott Lam
49	20-21 Mar 14	Internal Controls & Fraud Awareness (In House Training for Keppel Land)	Sylvia Lim
50	24-Mar-14	Lie to Me: Interview Essentials through Linguistic Lie Detection	Nejolla Korris
51	25-Mar-14	Ethics & Organizational Justice: A preventive Approach to Internal Conflict	Nejolla Korris
52	24-25 Mar 14	Fundamental Skills in Information Systems (IS) Auditing	Suresh D
53	26-Mar-14	Forensic Audit	Suresh D
54	10-11 Apr 14	Anlyzing and Improving Business Processes	James Roth
55	16-17 Apr 14	Essential Skills for Today's Internal Auditors	Donald Espersen
56	21-22 Apr 14	Control Self-Assessment Approaches & Essential Skills	Donald Espersen
57	23-Apr-14	Risk Management Assurance	Donald Espersen
58	17 & 18 May 14	CIA Prep Course Part 3	Sia Nam Chie
59	22-23 May 14	Valua-Added Business Controls: The Right Ways to Manage Risk	Wong Meng Yun



38th ANNUAL GENERAL MEETING ATTENDANCE FORM

I, of

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(Contact address and telephone no.)

will be attending the 38th Annual General Meeting on **Thursday, 21 August 2014** at the **M Hotel, Banquet Suite, Level 10**, 81 Anson Road, Singapore 079908 **at 6.30pm.**

Note: **Only members who have paid their 2014/2015 subscription are eligible to attend.**

PLEASE COMPLETE AND RETURN THE FORM TO REACH SECRETARIAT OFFICE BY 14 AUGUST 2014.

Submit Form to: The Institute of Internal Auditors Singapore
 c/o The Secretariat
 6 Shenton Way #41-04
 OUE Downtown 1
 Singapore 068809
 Tel: 6324 9029
 Fax: 6220 5972

Photography policy

Please note that photos may be taken at IIA Singapore seminars/events/conferences. IIA Singapore may use the photos taken at our events for marketing collaterals, websites and other social media platforms. Upon registering for a seminar/event/conference, the attendee is deemed to have granted permission to have their photo taken which may be used in the above mentioned purposes.

If you would like your photograph to be removed for any reason, please contact secretariat@iia.org.sg.



7 August 2014

REPORT OF NOMINATING COMMITTEE

The By-Laws call for a Nominating Committee consisting of the President and at least four members. The Committee cannot consist of a majority of members who are members of the Board of Governors. The following Nominating Committee was appointed in accordance with the By-Laws:

Mr. Eric Lim	-	President
Mr. Loh Uantchern	-	Immediate Past President
Ms. Lilian Tay	-	Past President
Mr. Laval Wong	-	Past President
Mr. Wong Hong Sun	-	Past Vice President

After careful deliberation the Nominating Committee nominates the following Officers for election at the 38th Annual General Meeting.

These Officers, if elected, would serve for the Year 2014 – 2015:

President	Mr. Eric Lim Tow Toon
Vice President	Ms. Tan Boon Yen
Vice President	Mr. James Loh
Secretary	Mr. Abdul Hamid Bin Abdullah
Treasurer	Mr. William Lim

The following candidates have been nominated for the posts of Governors:

Ms. Audrey Huang Lok Sen
Mr. Derrick Lim
Prof. Teo Chee Kiang
Ms. Tan Peck Leng
Mr. Antonio Martinez
Ms. Melissa Aw Yong
Mr. Sia Nam Chie

Under the By-Laws, Mr. Loh Uantchern being the Immediate Past President continues to be a Governor.

A brief write-up of the candidates is enclosed.

Eric Lim
President



NOMINATIONS FOR BOARD OF GOVERNORS 2014/2015

Brief Details of Candidates

Mr. Eric Lim CRMA, CA (S'pore), BA Hons (Econs), MBA (Acc), MA (Econs)	Head of Internal Audit, DSO National Laboratories Head Finance (1995-2000), DSO 14 years in Internal Audit and 17 years in Finance Secretary, SAFSA/MINDEF (1993-1994) Chairman, DSO RC (1998) Governor, IIA Singapore (2005-2008) Vice President, IIA Singapore (2008-2012) President, IIA Singapore (2012-2014) Chairman, SIAS Internal Audit Excellence Award (IAEA) Selection Committee (2012-2014) Member, IIA Inc's Institute Relations Committee Affiliate Faculty, SMU
Ms. Tan Boon Yen CIA, CRMA, CA (S'pore), B. Acc	Senior Director, RSM Ethos Pte Ltd Over 25 years of assurance and consultancy experience in listed and multinational groups covering areas including Governance, Risk & Consulting work, SOX compliance, financial and management accounting Organised committee for 2010 IIAS Annual Conference and Asian CAE Leadership Forum Education Committee, IIA Singapore (2012-2014) Governor, IIA Singapore (2009-2011) Vice President, IIA Singapore (2012-2014)
Mr James Loh Sze Yung B.Comm, CPA (Aust), MBA	Director, Risk Consulting, KPMG Services Pte Ltd Over 19 years of work experience across commercial finance, risk and management consulting. Leads the Financial Risk Management (FRM), Risk and Internal Audit (IAS) service lines. Strong blend of commercial experience and technical expertise with 11 years in commerce and 8 years in practice respectively. Previously a Regional CFO and has since worked with financial institutions, commodity and oil and gas companies and real estate. Governor, IIA Singapore (2011-2012) Vice President, IIA Singapore (2013-2014)
Mr. Abdul Hamid Bin Abdullah FIIA, CA (S'pore), CISA	Audit Director, Auditor-General's Office 35 years of experience in public sector auditing. Adjunct lecturer, Institute of Systems Science, National University of Singapore Member, IT Governance Technical Committee (ITGC), IT Standards Council, Singapore Member, Institute of Singapore Chartered Accountants (ISCA) President, ISACA Singapore Chapter (1996-1998) International Vice President, ISACA Board of Directors (2002-2006) Treasurer, IIA Singapore (1984-1985) Governor, IIA Singapore (2004-2006, 2010-2012) Secretary, IIA Singapore (2013-2014)



Cont'd NOMINATIONS FOR BOARD OF GOVERNORS 2013/2014

Brief Details of Candidates

Ms. Audrey Huang Lok Sen CRMA, FIIA, FCCA, CA (S'pore)	Group Head of Internal Audit, IHH Healthcare Berhad. 10 years external audit experience (including one of the Big 4 firms, KPMG) and more than 15 years internal audit experience in financial institutions (DBS Bank and Hong Leong Finance) and Healthcare industry. Governor, IIA Singapore (1986-1987, 1991-1993, 1994-1995, 1997-1998, 2012-2014) Secretary, IIA Singapore (1987-1991, 2009-2012) Treasurer, IIA Singapore (1993-1996)
Mr. Derrick Lim CA (S'pore)	Divisional Vice-President Internal Audit, Singapore Airlines Ltd More than 30 years of experience in total, covering multinational companies such as Hewlett Packard, Compaq Computers, Manufacturers Hanover Trust Bank and KPMG. A Chartered Accountant of New Zealand qualification. Education Committee, IIA Singapore (2012-2014) Governor, IIA Singapore (2012-2014)
Mr. Teo Chee Kiang B.Acc (Hons), FCA (S'pore), FCPA (Aust), FCCA	Professor (Practice), Department of Accounting, NUS Business School, National University of Singapore. He is also a Board Member of Central Provident Fund and chairs its Audit Committee. He is also invited to lecture at the Civil Service College on public accountability and government auditing. He retired as Deputy Auditor General in 2010 after 36 years of service with the Auditor-General's Office and had consulted with the World Bank. He was also a Board Member of Central Provident Fund and chaired its Audit Committee. Governor, IIA Singapore (2013-2014)
Mr William Lim FCA (S'pore), BCA (Acc)	Director of Audit & Advisory, JTC 14 years in Internal Audit and 21 years in Finance 5 years with JTC, 9 years with Lucent, 7 years with Nortel Education Committee, IIA Singapore (2012-2014) Governor, IIA Singapore (2012-2014)



Cont'd NOMINATIONS FOR BOARD OF GOVERNORS 2013/2014

Brief Details of Candidates

Mr. Antonio Martinez
CRMA, Master in International
Management, MBA, BBA

Vice President, Head of Internal Audit, DKSH Holding (2013-current)
Member Audit Subcommittee, Association of Persons with Special Needs
– APSN (2013-current)
Regional Head Internal Audit, Novartis Asia Pacific (2008-2012)
Country Chief Financial Officer, Novartis Philippines (2007-2008)
Head Financial Operations and Control, Novartis China (2004-2006)
Financial Accounting & Reporting Manager, Novartis Asia Pacific (2003)
Internal Audit Team Leader, Novartis Asia Pacific (2001-2002)
Internal Auditor, Novartis International (2000-2001)
Treasurer, Novartis Italy (2000)
Assistant Controller, Novartis International (1999)
Assistant to General Manager, Sanofi Spain (1998)
Member, IIA Singapore (2009-current)
Governor, IIA Singapore (2013-2014)

Ms Melissa Aw Yong
CIA, CCSA, CFE,
CA (S'pore), B. Acc

Senior Manager, Group Internal Audit , Far East Organization
More than 15 years of experience in internal audit, risk management,
compliance and fraud investigations with professional firms, multi-national
corporations and government linked companies.
President, Association of Certified Fraud Examiner - Singapore Chapter
(2010 to current)
Member, IIA Singapore (2005 – current)
Governor, IIA Singapore (2013-2014)

Mr. Sia Nam Chie
CIA, CA (S'pore), CISA, CFE,
CFA, MBA (distinction), B Acc
(Hons)

Head of Operations for International Branches, DBS Bank
Started career as an external auditor in a Big 4 accounting firm before moving
into internal audit in telecommunication company and banks. Over 18 years
of external & internal audit and risk management experience. Trainer for IIA
Singapore's CIA courses since 2006.
Member, IIA Singapore (2007 – current)
Governor, IIA Singapore (2013-2014)

Mr. Loh Uantchern
FIIA, CIA, CFSA, CCSA,
CRMA, CISA, CISM, CFE,
FCPA, CA (S'pore), Master in
Hospitality Administration,
B. Acc

Chief Executive, Singapore Accountancy Commission
25 years of internal audit and risk management experience
Former Board of Director, ISACA Singapore
Governor, IIA Singapore (1995/96, 2002/03, 2004-2009)
President, IIA Singapore (2009-2012)
Immediate Past President, IIA Singapore (2012-2014)
Member, IIA Inc's Institute Relations Committee
Adjunct Assoc Professor, NUS Business School



Cont'd NOMINATIONS FOR BOARD OF GOVERNORS 2013/2014

Brief Details of Candidates

Ms. Tan Peck Leng CIA, CCSA, CISA, CFE, CRMA B. Com	Head of Internal Audit, Defence Science & Technology Agency More than 30 years of experience in internal auditing in the public and private sectors covering aviation, electronics and manufacturing, utilities and defence industries Treasurer, IIA Singapore (2005-2006) President, IIA Singapore (2006-2009) Immediate Past President, IIA Singapore (2009-2011) Member, IIA Inc's International Internal Audit Standards Board Member, SIAS Singapore Corporate Governance Award Selection Committee (2008-2011)
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Nomination Form for Board of Governors 2014/2015

Name of Nominee: _____

Membership No.: _____ Class of Membership:¹ _____

Is the nominee a Singaporean?²: Yes / No

Current position and responsibilities:

Please attach detailed resume with information on contributions to the IIA, academic and professional qualifications, work history and internal auditing experience.

Signature: _____

Proposed by

Name: _____

Membership No.: _____ Class of Membership:¹ _____

Signature: _____

Seconded by

Name: _____

Membership No.: _____ Class of Membership:¹ _____

Signature: _____

Note 1 – specify whether ordinary / associate / fellow / nominees of corporate member
Note 2 – under the By-laws a Singaporean is defined to include permanent resident

PLEASE COMPLETE AND RETURN BY 14 AUGUST 2014 to

The Institute of Internal Auditors Singapore
6 Shenton Way #41-04, OUE Downtown 1, Singapore 068809
Tel: 6324 9029 Fax: 6220 5972 Email: secretariat@iia.org.sg

Official use only

Date received (to be completed & signed by Secretariat): _____