



INVITATION TO A SIX (6) DAY BOARD AND COMMITTEE MEMBERS AND MANAGEMENT TRAINING WITH CPD HOURS TO BE HELD AT MORENA HOTEL - MOROGORO FROM 15TH SEPTEMBER TO 20TH SEPTEMBER 2025 WITH ONE DAY MIKUMI TOUR

Course introduction

The Seminar is meant for professionals in the Public sector, NGOs and Private sector including Board and Committee Members, Executive Directors, Chief Executive Officers and Managing Directors, Accountants, Assistant Accountants, Tax Officers, Tax auditors, Internal Auditors, Principal Internal Auditors, Senior Internal Auditors, Internal, Audit Managers, Heads of Finance, Finance Managers, Risk Officers and other interested persons. **Participants will be awarded training certificates and 10 CPD hours.**

Topics to be covered

1. PERFORMANCE EVALUATION OF BOARD & COMMITTEE

- ✓ Board and Committee Composition & Structure
- ✓ Strategic Oversight and Direction
- ✓ Governance and Compliance
- ✓ Financial Oversight
- ✓ Risk Management

2. RISK MANAGEMENT IN PUBLIC AND PRIVATE SECTOR

- ✓ Introduction to Risk Management
- ✓ A Comprehensive Overview of Risks
- ✓ How to Undertake Risk Assessment
- ✓ Preparation and Update of Risk Register
- ✓ Managing Cyber Security Risks

3. SUSTAINABILITY REPORTING

- ✓ ESG (Environmental, Social and Governance) Reporting
 - Metrics and Targets
 - Governance
 - Risk Management
 - Strategy
- ✓ IFRS S1: General Requirements for Disclosure of Sustainability related Financial Information
- ✓ IFRS S2: Climate-related Disclosures

4. PREPARATION AND REVIEW OF STRATEGIC PLAN

- ✓ Introduction to Strategic Planning
- ✓ Situational Analysis
- ✓ Strategic Direction and Goals
- ✓ Strategy Implementation Planning
- ✓ Monitoring, Evaluation, and Review
- ✓ Governance and Participation



5. PREPARATION OF SUCCESSION PLAN

- ✓ Introduction to Succession Planning
- ✓ Succession Planning Framework
- ✓ Identification of Key Positions
- ✓ Talent Identification and Development
- ✓ Succession Plan Implementation
- ✓ Monitoring and Evaluation
- ✓ Governance and Communication

6. PREPARATION AND REVIEW OF ACCOUNTING MANUAL

- ✓ Introduction to Accounting Manuals
- ✓ Structure and Components of an Accounting Manual
- ✓ Accounting Policies and Principles
- ✓ Procedures and Controls
- ✓ Chart of Accounts (COA)
- ✓ Financial Reporting and Record-Keeping

7. TAX PLANNING AND TAX RISKS MANAGEMENT

8. OVERVIEW OF IPSAS & IFRS

- ✓ Overview of all IPSAS & IFRS
- ✓ IPSAS & IFRS Updates

Fees and payment:

TZS 900,000 per person (VAT inclusive)-including lunch. Payments should be through bank deposit to Account no: 0150303162800, CRDB Bank, Account Name: Auditax International or by cheque payable to Auditax International and delivered to our offices: Dar es Salaam: Auditax House, 3rd Floor, Coca-Cola Road, Mikocheni. Confirmation: Kindly confirm attendance by calling +255 719 878490 / +255 752 559964 or Email: info@auditaxinternational.co.tz.

Dr. Straton Makundi

A handwritten signature in blue ink, enclosed in a rectangular box. The signature appears to read 'Straton Makundi'.

Training Partner



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