



Precept
management consultancy

FRAUD RISK REDUCTION & DETECTION
Kempinski Dubai, UAE, 25th – 27th August 2008

OBJECTIVES

The purpose of this workshop-style seminar is to examine types of fraud that typically exist within various departments of a corporate environment, to study the tools which are used to identify those suspected of being involved in fraud and to practice the methodology of corporate fraud investigation.

DATES & VENUE

- **Duration:** Three Days, 25th – 27th August 2008, 9:00am – 5:00pm;
- **Fees:** AED 8,575 (including workshop materials, lunch & breaks at the venue);
- **Venue:** Kempinski Dubai, UAE;
- **Presenter:** Terry Street, ARC Training.

CONTENTS

- Fraud & Ethics Overview
- Categories of Fraud
- Fraud Trends, Patterns and Causes
- Fraud Risk Management Overview
- Creating a Fraud-Averse Culture
- Fraud Controls and Prevention
- Detecting Fraud
- Fraud Indicators and Identification
- Fraud Response
- Fraud Reporting
- Fraud Investigative Management
- Promoting and Anti-Fraud Culture
- Dealing with Evidence
- Case Studies
- Presenting a Case Exercise

Please contact us for further information & registration

Precept Management Consultancy, P.O. Box 255, Ruwi, PC 112, Sultanate of Oman.

Tel.+968 24497123 Fax: +968 24497222, e-mail: precept@omantel.net.om,

website: www.preceptmanagement.com

Fraud and Ethics Overview *Defining fraud; the extent of fraud in business; types of fraud; fraud risk profiling; typical fraud perpetrators and targets; business activities in which there is an increased risk of fraud; fraud trends, patterns and causes; fraud and criminal motivation theories*

Fraud Risk Management Overview *The essential elements of a fraud risk management plan; developing a corporate fraud policy statement; Establishing effective audit trails and identifying trigger points for investigation; the fraud risk management “wheel”*

Creating a Corporate Fraud-Averse Culture *Declaring “where we stand on fraud”; developing staff education programmes; defining ethical expectations in fraud-risk-prone activities; creating the perception of risk to potential perpetrators; creating, and encouraging the use of fraud reporting procedures; sample corporate fraud policies.*

Control and Prevention *Lead and regulatory body standards of fraud prevention and control; internal controls; checks and balances; red flag indicators; segregation of duties; peer checking; conflicts of interest; monitoring and spot checking in high risk activities; staff background and lifestyle checks(vetting)*

Detecting Fraud *How fraud is detected; the role of internal and external audit; enhancing routine procedures to detect fraud; whistle-blowing and confidential hotlines; fraud detection intervention points*

Fraud Response *Fraud response plans; fraud response first actions; fraud reporting; preparing for possible outcomes; determining desired outcomes; the communications and liaison loop; the corporate legal perspective; the HR perspective; the PR perspective; legal option; using law enforcement as a prosecution agency and/or source of advice; civil recovery; fraud review panels*

Fraud Investigations Management *Initiating an investigation; the role of the investigator; audit as an investigator; choosing between covert and overt investigations; case management; obtaining and preserving evidence; forensic science and fraud investigation; interviewing techniques and procedures; the psychology of fraud interviewing; informant handling; responding to information from anonymous sources; standards and quality of evidence; evidence preservation and presentation; handing over a case for law enforcement agency investigation; cases in which law enforcement agency investigation is obligatory; relevant legislation and interviewee rights*

Presenting a Case *A desktop exercise in presenting a fraud case – using the knowledge gained on the course, intended to highlight the important corporate issues in order to achieve the optimum result for the company*

THE WORKSHOP

Day 1

0900 – 0930	Introductions, Aims and Objectives of the course
0930 – 1040	Categories of Fraud
1040 – 1100	Coffee Break
1100 – 1200	Categories of Fraud cont/ ... (syndicate work)
1200 – 1300	Areas of Risk: Fraud and Corruption
1300 – 1400	Lunch
1400 – 1510	Areas of Risk cont/ ...(syndicate work)
1510 – 1530	Tea break
1530 – 1615	Key Issues in Investigation, Prosecution and Adjudication (syndicate discussions)
1615 – 1700	Evidence and the Investigative Process

Day 2

0900 – 0945	Indicators of Fraud
0945 – 1040	Evaluation of Complaints and Allegations
1040 – 1100	Coffee Break
1100 – 1200	Investigative Options and the Law
1200 – 1300	Whistleblowing in the Workplace
1300 – 1400	Lunch
1400 – 1510	Information Handling
1510 – 1530	Tea Break
1530 – 1630	Investigation Management
1630 – 1700	Review of the Day

Day 3

0900 – 10000 Working with the Police and Other Agencies

1000 – 1040 Corporate Fraud Prevention

1040 – 1100 Coffee Break

1100 – 1145 Forensic Document Examination

1145 – 1300 Case Study (table top exercise)

1300 – 1400 Lunch

1400 onwards Case Study cont/ and Plenary Session

THE COMPANY



The ARC Training International Academy for Security Management is the UK's leading provider of security management training courses and probably the best-known international security management training company in the world - since its creation in 2000, delegates from no less than 100 different countries have attended ARC Training courses in the UK and at various locations across the globe.

ARC Training clients include four out of the top five US companies and four out the top five UK companies. Delegates from almost all business sectors have studied with ARC. These include: the automobile industry, aviation and aerospace, construction, higher education institutes, the financial sector, insurance and banking sectors, government and government-associated agencies, police, leisure and hotels, logistics and transport companies, manufacturing, media, oil and gas and extractive sector companies, pharmaceutical companies property management: retail: security companies, the service sector telecommunications and utilities.

ARC has conducted programmes extensively throughout the Middle East and clients in the Region have included RasGas, Saudi Aramco, Saudi Arabian Monetary Agency, Saudi Petrochemical, SABIC, Saudi Electricity, Bahrain Telecommunications, ADGAS, Kuwait Oil Company, Sultan Centre Kuwait, Burj Al Arab, Jumeirah International, Emirates Towers, Madinat Jumeirah, Wild Wadi Water Park, Grand Hyatt Dubai, Kempinski Hotel Mall of the Emirates, Burjuman, Emirates, Al Bustan Palace Hotel, InterContinental Hotels (Muscat, Abu Dhabi, Amman, Cairo & Nairobi), Dubai Aluminium, Shuweihat O&M LP, Tawam Hospital, Oman LNG, Petroleum Development Oman, Oman Gas, Royal Oman Police, Oman Waste Water, SOCAT, BankMuscat, National Bank of Oman, United Finance Company, Central Bank of Oman and Telenor Pakistan.

All ARC trainers are leading practitioners in their respective fields and bring to the training environment many years of experience, both in the UK and overseas.

As a minimum qualification, the full-time members of the security management training team are all CPP-certified, ensuring not only professional competence, but also that the ARC Training International Academy for Security Management adheres to the strictest codes of conduct within the industry.

PRESENTER'S PROFILE

Terry Street

Terry is an associate trainer in fraud and investigation with ARC Training.

An experienced manager and investigator, he retired from the police service in 1998 after over 30 years service, mostly in the field of criminal investigation. During his final six years in the service he was the operational head of the largest provincial fraud squad in the United Kingdom, having the overall responsibility for the investigation of all serious cases including fraud and corruption within the force area. He has wide experience both as an investigator and as the senior investigating officer in all manner of criminal investigations, including homicide.

Upon leaving the police service Terry was immediately re employed as fraud liaison manager by the West Midlands Police Service providing training and consultancy both in UK and on an international basis. During this period he was a part time lecturer at a UK university lecturing and assessing post graduate students on the MA course in fraud management.

He is responsible for delivering and developing fraud and anti corruption courses both in the UK and internationally.