



# THREE COUNTIES TRAINING



SUSSEX & SURREY ASSOCIATIONS OF LOCAL COUNCILS  
AFFILIATED TO THE NATIONAL ASSOCIATION OF LOCAL COUNCILS

President  
Rt. Hon Earl of Lytton

President  
Mrs Sarah Goad JP H.M Lord-Lieutenant

## PROGRAMME FOR INTERNAL AUDIT UPDATE Sunday 26 April 2009

**This is a training session for those involved in all aspects of the internal audit process, from the RFO/Clerk to the internal auditor. The course will cover not only the role of the internal auditor but will also update auditors on current practices.**

**09:15 Registration**

**09:30 Start**

- **Pre Audit Planning**
- **Testing & Documentation**
- **The Audit Letter**
- **The Annual Return**
- **Ethics**
- **Questions as previously notified**

**12:30 End of Session**

**A refreshment break will be taken at 1115**

SALC / SCAPTC Reserve the right to make last minute changes to the programme should it become necessary

Sussex House 212 High Street Lewes East Sussex BN7 2NH  
Tel: (01273) 476342

Email: [jacqui.simes@ruralsussex.org.uk](mailto:jacqui.simes@ruralsussex.org.uk)

[www.sussexalc.org.uk](http://www.sussexalc.org.uk)