MAWA EVENTS

Address: No. 857, Block A2. Leisure Commerce Square - No 9., 46150 Petaling Jaya, Selangor, Malaysia

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ACCOUNTING AND FINANCE POLICIES AND PROCEDURES

"Strengthen Financial Governance and Compliance through Robust Accounting Policies and Procedures."

Schedule

Venue (InHouse)	Fees
At Your Organization Premises	Ask For The Quotation

Introduction

Sound accounting and finance policies are vital for organizational integrity, transparency, and regulatory compliance. Clear procedures ensure accurate financial reporting, effective internal controls, and consistent decision-making.

The Accounting and Finance Policies and Procedures course provides participants with a comprehensive understanding of the principles, frameworks, and best practices required to establish, implement, and maintain effective financial policies. Through practical examples, case studies, and exercises, participants will learn how to design, enforce, and monitor finance and accounting procedures that support organizational goals and compliance requirements.

Objectives

By the end of this course, participants will be able to:

- Understand the importance of accounting and finance policies in organizational governance.
- Identify key financial policies and their role in compliance and risk management.
- Develop and implement standard accounting procedures.
- Establish internal controls to safeguard organizational assets.
- Ensure accuracy, consistency, and transparency in financial reporting.
- Apply budgeting, reporting, and auditing procedures effectively.
- Address gaps and improve existing finance and accounting practices.
- Enhance overall organizational financial management and compliance.

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Why Attend

Properly implemented accounting and finance policies are critical for financial stability, regulatory compliance, and informed decision-making. This course equips participants with practical knowledge and tools to establish and enforce effective policies, ensuring financial accuracy, accountability, and organizational efficiency.

Target Audience

This course is suitable for:

- Accountants, Finance Officers, and Auditors
- Finance and Accounts Managers
- Administrative and Compliance Professionals
- Internal Control and Risk Management Staff
- Professionals responsible for financial governance and reporting

Individual Benefits

- Enhanced understanding of accounting and finance policies and procedures
- Ability to implement and enforce financial controls effectively
- Improved accuracy and reliability of financial reporting
- Knowledge of regulatory compliance requirements
- Practical skills to identify and mitigate financial risks
- Increased professional value in finance and accounting roles

Organizational Benefits

- Improved financial governance and transparency
- Consistency in accounting and reporting practices
- Strengthened internal controls and risk management
- Enhanced compliance with legal and regulatory standards
- Better decision-making based on accurate financial data
- Reduced financial errors, fraud, and operational inefficiencies

Instructional Methodology

The training employs a practical and interactive approach:

- Instructor-led sessions with real-world examples and case studies
- Hands-on exercises in policy design and implementation
- Group discussions on accounting and finance challenges
- Role-playing and scenario-based problem-solving
- Continuous feedback and Q&A for individual learning

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Course Outline

Module 1: Introduction to Accounting and Finance Policies

Module 2: Key Accounting Standards and Principles

Module 3: Internal Controls and Financial Risk Management

Module 4: Designing Accounting Procedures and Workflows

Module 5: Budgeting, Forecasting, and Financial Reporting

Module 6: Compliance and Regulatory Frameworks

Module 7: Monitoring, Auditing, and Evaluation of Financial Practices

Module 8: Documentation, Record-Keeping, and Policy Updates

Module 9: Identifying and Resolving Financial Gaps and Discrepancies

Module 10: Capstone Activity – Developing a Finance Policy and Procedure Manual

Certification

Upon successful completion, participants will receive a Certificate in Accounting and Finance Policies and Procedures, acknowledging their ability to establish, implement, and manage effective accounting and financial practices in an organizational setting.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation’s unique goals.

In-House / Customized Training Interested in running this course for your team? Please contact us:	TEL: **+601116373203**	EMAIL: **info@mawaevents.net**

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