

Internal Controls - Why You Need Them!

When: May 11, 2015, 9:00am - 11:00am Continental breakfast included (registration begins at 8:30)

Where: Rochester Institute of Technology - Louise Slaughter Hall - Room 2230 - <http://www.rit.edu/maps/>
Parking is available - you will receive a parking pass upon registration.

Cost: \$15.00/person or \$50 group rate (4-6 participants)

R.S.V.P. Space is limited so please register by April 30, 2015

Information:

- For Board members, Executive Directors, Accounting Personnel, Auditors, and Personnel Directors of all non-profit organizations
- Registration begins at 8:30am
- Presenters:
 - **Wendy Roy, CPA, Manager, Institute Audit, Compliance & Advisement (IACA), RIT** - Wendy is a manager at IACA and has over 13 years of higher education internal auditing experience. She joined RIT in 2005 after enjoying 4 years as a Senior Internal Auditor in University of Rochester's Office of University Audit. Wendy is a Certified Public Accountant (CPA) who began her auditing career in 1998 working for the largest regional CPA firm in Rochester. Prior to that, she spent 10 years working in the finance department of a large Rochester-based manufacturing company.
 - **Patrick Didas, CPA, CFE, CCA - Assistant Vice President, IACA, RIT** - Pat joined RIT in August 2005 as Associate Director of Institute Audit, Compliance & Advisement. In December 2014, he was appointed Assistant Vice President and Chief Audit Executive at RIT. He has 19 years of higher education internal audit experience and previously served as Internal Audit Manager at the University of Rochester's Office of University Audit. Pat is a Certified Public Accountant who began his career working for two Rochester-based CPA firms. Pat graduated in 1990 from RIT's Saunders College of Business with a B.S. degree in accounting and has been an adjunct professor for the College since 2014. Pat's higher education audit experience has allowed him to perform a variety of different audits and he specializes in construction cost auditing and fraud investigations. He is also a Certified Fraud Examiner and a Certified Construction Auditor and has managed dozens of fraud investigations.

Description of Workshop:

- During this session, the importance of, components of, and the responsibility for establishing and maintaining effective internal controls will be discussed. Various examples of what can happen when controls are non-existent or broken (i.e., fraud) will be shared throughout the class.
- By attending this session you will learn:
 - What are internal controls? Why should we care about internal controls?
 - What aspects comprise a good internal control structure?
 - Who is responsible for internal controls?
 - What are some examples of internal controls?
 - Why you should be concerned about fraud.
 - Who typically commits fraud, and why, common fraud myths
 - Methods typically used by individuals committing fraud.
 - How you can reduce the risk of fraud in your area of responsibility.
 - About real fraud cases investigated by the instructor.
 - What to look for to detect potential fraud.

The **Rochester Chapter of the NYSSCPA** has made a commitment to help educate board members of small to mid-size nonprofit organizations. Please communicate this seminar to your clients as part of the **Rochester Chapter of the NYSSCPA's** commitment to help provide educational opportunities to board members of small to midsize nonprofit organizations.

REGISTRATION FORM

Organization

Name: _____

Attendee's Name or Names if using group rate: _____

Address: _____

Phone #: _____ E-Mail: _____

Amount Enclosed: _____ (Payable to Rochester Chapter of the NYSSCPA's)

Fax or email your registration form to (585) 423-0599 or dleecy@heveroncpa.com (Attn: Donna Leecy) or mail your registration form to: Heveron & Company CPAs, Attn: Donna Leecy - 260 Plymouth Avenue South, Rochester, NY 14608. Please make checks payable to the Rochester Chapter of the NYSSCPA's. If you have any questions please call Donna Leecy or Stephanie Annunziata at 585-232-2956.