

SEMINAR NOTICE



THE KENYA SCHOOL OF LAW

COURSE: LEGAL AUDIT & COMPLIANCE

(3 LSK CPD POINTS)

WHEN? 28 SEPT. – 2 OCT., 2020

VENUE: MOMBASA (North Coast)

THEME: “*Practical Approach to Legal Auditing*”

SAFETY & HEALTH OF THE PARTICIPANTS

Cognizant of the risk posed by the Covid-19 pandemic, the School has taken all measures to comply with the Government directives on the handling of the pandemic, including keeping of social distance, wearing masks, sanitizing and washing hands, temperature checks, amongst others. We assure our participants of their safety and health during the training.

ABOUT THE COURSE

The goal of *Legal Audit & Compliance* is to transform the management & operations of organizations through effective legal risk management strategies by entrenching strict adherence to constitutional, statutory, regulatory, policy and administrative requirements, as well as best practices.

The participant will learn about the objectives, rationale, benefits and role of legal audits, in strategic management of their organization. The course will have many sessions devoted to practical activities, simulating the various stages of an actual legal audit exercise. This course will be delivered by persons who have in the past 8 years conducted over 40 legal audits for different organizations in both the public and private sectors, and who have extensive experience in conducting legal audit courses. In addition, there will be guest presenters from selected oversight institutions.

TRAINING FOCUS

The course is recommended for legal practitioners, internal auditors, middle to senior level officers involved in internal audit, risk management, risk supervision, legal compliance, policy-making & governance, amongst others.

By the end of the course the participant will be able to —

- a) Advise their respective organizations on constitutional & legal compliance requirements and prepare them for external compliance audits;
- b) Identify legal risk parameters and risk management strategies;
- c) Develop terms of reference for a legal audit;
- d) Prepare technical and financial proposal for a legal audit consultancy;
- e) Prepare for and convene an opening meeting and do an inception report;
- f) Prepare work plans, audit schedules, checklists and data collection instruments;
- g) Prepare and populate a legal audit matrix and an implementation framework;
- h) Write a legal audit report;
- i) Evaluate an external auditor's report.

YOUR INVESTMENT: Ksh. 92,000.00 (non-East Africans USD 1,250) inclusive of VAT and registration fee. (Covers *tuition fees, course materials, stationery, lunch and refreshments*)

Application Process

Application forms may be obtained from Kenya School of Law, Karen, CPD Department Gate A, Ground Flr, Mutula Hall or downloaded from our website http://www.ksl.ac.ke/wp-content/uploads/2018/04/CPD_REGISTRATION_FORM_.pdf

Money should be deposited in the **School's account (Account No. 202 2029 110 Barclays Bank of Kenya, Barclays Plaza Branch, Nairobi, Kenya)** and banking slips presented to the Finance office. Please note that we would wish to have your duly completed application form and proof of payment by **21st September, 2020** to enable us to adequately prepare for the course. Late applicants should confirm availability of space before paying for the course.

For more information, please contact Course Coordinator, Isaac Kuloba (Assistant Director, CPD), Jaqueline or Christine on: Tel: +254- +254(020) 2699581/6

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Isaac S. Kuloba

FOR DIRECTOR / CHIEF EXECUTIVE OFFICER



ISO 9001:2015 Certified Organization