



The Institute of  
Internal Auditors  
Estonia

# Baltic and Scandinavian Internal Auditors Roundtable

**Time:** June 16-17, 2016

**Location:** Pärnu, Estonia Resort and SPA\*\*\*\*, <http://www.spaestonia.ee>

**Target group:** advanced level internal auditors and CAEs from Baltic and Scandinavian countries

**Working language:** English

**The main aim of the roundtable:** participants share their experiences and best practices used in their internal audit units. At first there are short presentations about main topics, then discussions in small groups and finally the presentation of the main points to all participants.

## Wednesday, 15th of June

### Welcome Program for early arrivers

15.00 check-in available at Estonia Resort and SPA\*\*\*\*

17.30 Guided walking tour in Pärnu (1,5 hours)

20.00 Wonderful welcome dinner at Restaurant (7 min walk from the seminar center)

## Thursday, 16th of June

9.45-10.00 Registration of the participants

### 10.00-12.00 First Session of Roundtable

10.00-10.15 Welcome speech from the member of IIA Estonia Board

10.15-10.45 Introduction of participants

*Short presentation as a warm –up (15 min):*

**„Risk evaluation: practical and value adding process,, by Roman Laidinen, the CAE at BLRT Group**

10.45-12.00 forming discussion groups: **financial institutions, public sector, private sector**

*Proposed topic for discussion: PLANNING*

**Practical aspects: Planning of internal audits: major challenges to overcome for auditors?**

12.00-13.30 Lunch and networking (3-course meal at the restaurant NOOT)

### 13.30-15.00 Second Session of Roundtable

*Proposed topic for discussion:*

**AUDIT PROCESS**

*Short presentation about the audit process:*

**Mariliis Männik-Sepp, the Head of II Audit Unit, Ministry of Finance; Estonia**

Parallel discussion: groups sharing experiences and ideas in small groups.

**Practical aspects: How internal audits are conducted in our organizations? What methods are used? What were the main topics audited in recent years?**

15.00-15.30 Refreshing coffee break

### 15.30-17.00 Third Session of Roundtable

*Proposed topic for discussion:*

**BEST PRACTICES**

**Practical aspects: What are the latest trends and best practices you follow in your internal audit units (IIA guidelines, global trends, new initiatives)?**

17.00-17.30 Summary of Day 1

Unlimited access to new and excellent SPA and Sauna center <http://www.spaestonia.ee> for those staying at the seminar hotel, Estonia Resort and SPA\*\*\*\*

**20.00 Dinner and networking time**

Eesti Siseaudiitorite Ühing  
E-post: [koolitus@siseaudit.ee](mailto:koolitus@siseaudit.ee)  
[www.siseaudit.ee](http://www.siseaudit.ee)

## Friday 17th of June

9.00-10.00 **Fourth Session of the Roundtable**

*Internal auditing and co-operation with other assurance levels. Three lines of defence model.*

*Short warm- up presentation about the topic:*

“Risk manager’s view to internal audit function” (speaker to be announced later)

**Discussion groups about practical experiences in different organizations. Groups: financial institutions, public sector, private sector**

10.00-11.00 **Discussion topic: professional development of internal auditors. How to stay motivated?**

11.00-13.00 **Fifth Session of the Roundtable**

**The participants vote for the last topic they want to discuss:**

- 1) Auditing risk management and governance processes
- 2) Fraud, corruption and ethics issues
- 3) KPIs of Internal Audit Unit

13.00-13.30 **Summary and conclusions**

*13.30-15.00 Lunch and networking opportunities*

**Registration before 20.05.2015: 200 EUR (299 EUR after 20.05.2015)**

**The regular price includes:**

2 days seminar participation  
A welcome dinner in the evening of 15<sup>th</sup> of June  
A networking dinner in the evening of 16<sup>th</sup> of June  
Lunches and coffee breaks

Additional:

**Accommodation in ESTONIA RESORT and SPA HOTEL \*\*\*\***

If you would like we can **organize your accommodation in the seminar hotel**, please register before 15<sup>th</sup> of May. 20 rooms are booked for our guests with very good price (see above).

**The accommodation fee will be added to the seminar registration fee.**

	<b>Seminar (reg before 20<sup>th</sup> of May)</b>	<b>Accommodation**** (in standard room, sharing twin room)</b>	<b>Extra fee for single room (optional*)</b>	<b>TOTAL (eur)</b>
No accommodation needed	200	-	-	200
Seminar with 1 night accommodation ( <b>arrival on Thursday, 16.06</b> )	200	+60 (1 night)	+25 (1 night)	260 / 275 (twin or single room)
Arrivals on Wednesday 15.06 ( <b>incl 2 nights accommodation 15-17.06</b> )	200	+120 (2 nights)	+50 (2 nights)	320 / 370* (twin or single room)

NB! With accommodation package unlimited access to wonderful SPA and Sauna Center 07-22.

If you would like transfer Tallinn- Pärnu-Tallinn please indicate your arrival time on registration form.

Registration online: <http://goo.gl/forms/To2JcLD4mE>

Info and details: [koolitus@siseaudit.ee](mailto:koolitus@siseaudit.ee)

Looking forward meeting you at the Internal Auditors Roundtable!

Helen Anijalg, CIA, CGAP, CCSA  
The organizer and moderator of the Roundtable

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[www.siseaudit.ee](http://www.siseaudit.ee) (IIA Estonia web page)