




THE CARIBBEAN INSTITUTE OF FORENSIC ACCOUNTING

PRESENTS THE DYNAMIC & INTERACTIVE WORKSHOP

“INVESTIGATIVE INTERVIEWING”



EARN 12 CPE
HOURS!



WHO
WHAT
WHERE
WHEN
WHY
HOW

Coming to...

Grenada



St. Vincent



St. Lucia



Antigua



St. Kitts &
Nevis



Trinidad &
Tobago



Caribbean Institute of Forensic Accounting

Tel: 868.724-9524

Web: www.cifaedu.com

Email: info@cifaedu.com



PURPOSE OF WORKSHOP

CIFA's workshops are designed to allow participants to develop and refine their skills and expertise in a number of areas in forensic auditing and fraud fighting.

In this highly interactive course, participants will learn the tools to peel back the layers and get to the truth of the matter. They will be equipped with strategies to conduct successful interviews and elicit information.

TARGET AUDIENCE

- Executives
- Managers & Supervisors
- Government Officials
- HR Professionals
- Internal & Independent Auditors
- Accountants
- Compliance Officers
- Lawyers and law Enforcement Officers
- Detectives and Private Investigators
- All Professionals and Educators seeking knowledge in fraud, forensics or auditing

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WORKSHOP TIMETABLE

Country	Location	Date of Workshop	Early Bird Date*	Cost
Grenada	Radisson Grenada Beach Resort	Nov 5 th & 6 th	Oct 22 nd , 2015	EC \$1,350
St. Vincent	Grenadine House	Nov 12 th & 13 th	Oct 29 th , 2015	EC \$1,350
St. Lucia	Bay Gardens Resort	Nov 19 th & 20 th	Nov 5 th , 2015	EC \$1,350
Antigua	Grand Royal Antiguan	Nov 26 th & 27 th	Nov 12 th , 2015	EC \$1,350
St. Kitts & Nevis	St. Kitts Marriott Resort	Dec 1 st & 2 nd	Nov 17 th , 2015	EC \$1,350
Trinidad & Tobago	Hyatt Regency Trinidad	Dec 7 th & 8 th	Nov 23 rd , 2015	TT\$3,500

**Persons who register by the Early Bird Date get 10% off!!!*

Certificates of Participation awarded by: The Caribbean Institute of Forensic Accounting (CIFA)

ABOUT CIFA

CIFA is the only Caribbean-based Institute dedicated to providing training in anti-fraud and forensic accounting throughout the region and is registered with the Accreditation Council of Trinidad & Tobago (ACTT). CIFA is dedicated to delivering world class education in the field of anti-fraud and forensic accounting by providing relevant and up-to-date programmes, utilising the highest quality lecturers and training materials thereby enabling students and other stakeholders to maximize their full potential. Some of its services include:

- Forensic Certified Public Accountant (FCPA)
- Several certificate courses in the anti-fraud field
- In-house training to organizations and groups



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FACILITATOR – STEPHON GREY, CFE, CIFA



Stephon Grey is a **Certified Fraud Examiner, Certified Internal Control Auditor** and **Forensic CPA Educator**. His expertise has been acknowledged regionally and internationally through the performance and management of numerous assignments for clients in territories including Thailand, Ecuador, Hong Kong, Barbados, St. Kitts, Suriname, Jamaica, Grenada, Guyana, Trinidad and Tobago, Columbia, Miami and New York. Before specializing in Forensic and Fraud Auditing, he worked in the energy, banking, and audit services sector.

Currently, Mr. Grey serves as a Forensic Audit Consultant whose services are offered throughout the Caribbean. He is also the Director of Education at The Caribbean Institute of Forensic Accounting.

Noteworthy assignments include;

UK Oil & Gas - Currently serves as the Independent Assessor at one of the UK's largest gas companies, operating in the Caribbean, where he executes contract audits on several multi-million dollar projects, as required under the UK Anti-Corruption & Bribery Act. He has executed 62 assessments thus far, from 2008 to present, resulting in millions of dollars in savings.

The Grenada National Stadium - Served as the Forensic Auditor on behalf of the liquidator for ICS (Grenada) LTD. Re: "The Grenada National Stadium controversy" This multi-million dollar matter surrounding the structural collapse of a football & athletic stadium was heard in The International Court of Arbitration and the High Courts of Grenada. Asset Tracing identified Cash and Offshore Bank Accounts.

The Great 60 Million Con (Trinidad Newsday) – Served as a sub-contractor to Kroll UK Ltd, in a case where The National Energy Corporation (NEC) officials discovered millions of dollars missing from its USD Account. The fraudster posed as a courier of NEC and presented to the corporation's bankers, wire transfer documents bearing signatures of NEC officials as well as email confirmations to facilitate the wire transfers. Money was transferred to Bank accounts in Boston, Antigua, Dubai and Guyana. A manhunt led by Interpol, the Federal Bureau of Investigation and our private investigative team to identify and capture the fraudster and his associates. Approximately US\$4.6 million was recovered by the state bank from foreign financial institutions. Approximately US\$5.0 in overseas bank accounts was frozen.

His full profile can be referenced on LinkedIn at <https://www.linkedin.com/pub/stephon-grey/15/50a/b74>

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DAY 1

Introduction

This class is not just about responding to regulations and standards but refining your soft skills set. We're going to get away from the checklists and standard audit procedures and enhance our skills of communicating with people in order to collect valuable and credible information.

Planning the Interview

Interviewing is an art and here we talk about getting well prepared from selecting the right person to perform a particular interview to how you adjust the interview for gender, position, cultural influences, value systems and other attributes.

Fundamentals of Eliciting Information

Here we focus on improving our ability to develop rapport with people of varying status, gender, and many other factors that will influence how quickly someone will feel comfortable talking with you. Then we turn the focus to you and your body language. Explore the importance of the messages you send with expressions and gestures and how to control them.

Dealing with Difficult People

We have all dealt with them. People who are confrontational, evasive, vague, uncooperative, defensive, or exhibit other behaviors that challenge us and need to be handled with special care. Learn how to break down the barriers others set up intentionally or unintentionally.

TOPIC: INTERVIEWING TECHNIQUES FOR AUDITORS & INVESTIGATORS

DAY 2

Applying Professional Skepticism During the Interview

When do you have enough information and how do you know the level of honesty? Learn to size up the interviewees answers and redirect the interview when necessary. Whether the interviewee is hiding something or does not want to admit not knowing the answer, either situation presents a chance for you to use top notch interviewing skills.

Developing Valuable Questions on the Fly

Interviews can be unpredictable because you're dealing with people. You need to be able to spontaneously ask questions to explore issues that surface during an interview that you were formerly unaware of or did not see coming. Gain tips during this session to think quickly while maintaining control of the interview.

Preparing for the Unexpected

How will you handle an employee who makes fraud allegations during an interview? What if fraud is suspected after looking at documents and financials but before most of the interviews? During this session we focus on being able to change the direction of the interview or deal with serious issues of a legal or human resources nature.

Documenting and Reviewing the Interview

Here we discuss the post interview phase and transferring information into written form along with combining interview information with documentary evidence. Additionally, we'll highlight typical problems when reviewing interview workpapers. How can you tell if other team members asked the right questions? You will learn how to suggest improvements in questioning techniques.

Practical Problem

Here the principles and techniques you've learned will come to life as you see how they can be applied to a specific challenge.

PAYMENT INFORMATION

To register for this dynamic and value-adding workshop, kindly fill out the registration form and make payments on or before the deadline date to:

CARIBBEAN INSTITUTE OF FORENSIC ACCOUNTING

USD

WELLS FARGO

N.A. INTERNATIONAL OPERATIONS

P.O. BOX 13860

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PLEASE MAKE CHEQUES PAYABLE TO:

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VISIT OUR WEBSITE FOR MORE INFORMATION:

www.cifaedu.com

OR CALL

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