

1/7/ICAB/Training-2021

15 February 2021

**CIRCULAR**

**Training on 'Acceptance procedures, Audit Planning and  
Preparation of working paper files'**

We are pleased to inform that the Institute of Chartered Accountants of Bangladesh (ICAB) is going to organise Training on 'Acceptance Procedures, Audit Planning and Preparation of working paper files' through **ONLINE by using ZOOM APP.**

**Learning outcome**

This training will be focused on how to develop the comprehensive set of audits working files covering Acceptance procedures, Audit Planning, Current audit working files including- Test of Operating Effectiveness of control, Substantive procedures, Audit Program etc., Audit Permanent File, Audit Completion including reporting, so that the participants would be able to maintain audit evidence and proper documentation in an efficient and effective manner. This will also be helpful to enhance the capacity of the participants in preparation of the audit working files.

**Target Participants:**

ICAB Students and/or Professionals involved in the statutory audit.

**Resource Persons:**

- i. **Mr. Mohammad Salahuddin Chowdhury FCA**, Assistant Professor (Department of Finance), University of Dhaka;
- ii. **Mr. Sk. Md. Tarikul Islam FCA**, Partner, Hoda Vasi Chowdhury & Co. - Chartered Accountants;
- iii. **Mr. Sk. Ashik Iqbal ACA, CPA (USA)**; and
- iv. **Mr. Sukanta Bhattacharjee FCA**, Partner, Snehasish Mahmud & Co., Chartered Accountants;

**Date, Duration & Timing:**

- ☒ Thursday, Sunday & Tuesday 04, 07, 09 & 11 March 2021
- ☒ 10 hours
- ☒ 6.30 pm to 9.00 pm

**Mode of Training:** Through Online Video Conference using Zoom

**Investments:**

- ☒ Tk. 1,500 (BDT One thousand five hundred) only per participant for registration fee.

**Capacity:**

- ☒ Maximum number of participants is 50 (fifty) only **first come first served basis.**

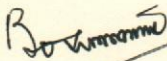
**Deadline for application:**

- ☒ 25 February 2021

Interested participants are requested to register their names by sending e-mail to [nizam.lpd@icab.org.bd](mailto:nizam.lpd@icab.org.bd) & cc to [mahbuba@icab.org.bd](mailto:mahbuba@icab.org.bd) by **25 February 2021.**

**Registration Process:** Registration fee may be deposited to Institute's bank Account 'ICAB Centre for Professional Excellence' A/C Number **4002-792795-441, AB Bank Limited, Kawran Bazar Branch, Dhaka.** Please send the scanned copy of deposit slip to [nizam.lpd@icab.org.bd](mailto:nizam.lpd@icab.org.bd) & cc to [mahbuba@icab.org.bd](mailto:mahbuba@icab.org.bd).

Thanking You,



**Shubhashish Bose**

Chief Executive Officer (CEO)-ICAB