Internal Controls Over Financial Reporting Design Training Course

OGI-1195 · 5 days · 15 CPD hours · English

Overview

Internal Controls are central to reliable financial reporting, effective risk management and accountable governance across oil and gas organisations. The Internal Controls Over Financial Reporting Design Training Course from Institute For Oil & Gas Training develops the practical capability required to design, document, assess and strengthen controls that support accurate financial information across complex petroleum operations.

Oil and gas organisations operate through interconnected processes covering joint ventures, production accounting, procurement, expenditure authorisation, revenue recognition, treasury, fixed assets, inventory, payroll, taxation, capital projects and financial close. These processes generate significant volumes of financial and operational data, often across multiple business units, legal entities, assets, partners and locations. Weakly designed Internal Controls create exposure to inaccurate reporting, unauthorised transactions, incomplete records, inconsistent approvals, control gaps and ineffective remediation.

This course addresses the skills gap between understanding control requirements and designing controls that operate effectively within real business processes. Participants examine the control environment, control design and implementation, key control identification, process narratives and flowcharts, risk and control matrix development, control testing, deficiency evaluation and remediation tracking. The programme connects these disciplines to the COSO framework and recognised approaches to financial reporting control assessment.

The course focuses on how finance, risk, audit and operational teams establish controls that are aligned with business risks and embedded within existing workflows. Rather than treating Internal Controls as a standalone compliance exercise, the programme examines how control structures support financial integrity, management accountability and operational discipline.

Participants work with realistic oil and gas scenarios involving expenditure approvals, procurement controls, financial close, capital expenditure, joint venture accounting, revenue processes, treasury activities, asset management and data integrity. These scenarios demonstrate how control objectives translate into practical preventive and detective controls.

The programme also addresses the documentation required to demonstrate how a process operates, where risks arise, which controls address those risks and how control performance is evaluated. Participants develop a structured understanding of how process narratives and flowcharts support control identification and how a risk and control matrix provides a clear connection between risks, controls, owners, evidence and testing procedures.

Control testing is addressed from a practical perspective, including the relationship between control objectives, test procedures, evidence, exceptions and conclusions. Participants also examine deficiency evaluation and remediation tracking so that identified weaknesses are translated into structured corrective actions.

Institute For Oil & Gas Training delivers this course for professionals responsible for financial reporting integrity, governance, risk, internal audit, compliance and operational controls within the oil and gas sector. The content supports organisations seeking stronger control ownership, clearer documentation, more consistent testing and improved oversight of financial reporting processes.

Objectives

- Develop a practical understanding of Internal Controls over financial reporting in oil and gas organisations
- Strengthen understanding of the control environment and its relationship with financial reporting reliability
- Apply the COSO framework to control design and evaluation
- Identify key controls across critical financial and operational processes
- Distinguish risks, control objectives, control activities and control evidence
- Develop effective process narratives and flowcharts for financial reporting processes
- Construct a structured risk and control matrix
- Evaluate control design and implementation against identified risks
- Design preventive and detective controls for financial reporting processes
- Understand the relationship between manual and automated controls
- Establish appropriate control ownership and accountability
- Develop practical control testing procedures
- Assess control evidence and identify exceptions
- Apply structured approaches to deficiency evaluation
- Understand the distinction between control design deficiencies and operating deficiencies
- Establish effective remediation tracking processes
- Strengthen communication between finance, risk, internal audit and operational teams

- Improve documentation supporting management oversight and assurance activities
- Apply control principles to oil and gas finance and accounting processes
- Strengthen financial reporting governance through risk-based control practices

Training methodology

Institute For Oil & Gas Training uses a practical corporate delivery model focused on application within oil and gas business environments. The methodology combines structured technical presentations with realistic scenarios, case studies, process mapping exercises, control design workshops and group-based analysis.

Participants work through financial reporting processes and identify the points at which risks can affect financial information. Exercises require participants to distinguish between process activities, risks, control objectives and actual controls. This approach strengthens the ability to identify whether a control genuinely addresses the underlying risk rather than simply documenting an existing activity.

Case studies cover situations such as incomplete supporting documentation, inappropriate approval routes, duplicate transactions, ineffective reconciliations, access conflicts, delayed financial close activities and weaknesses in capital expenditure controls. Participants analyse the control implications and determine appropriate responses.

Process narratives and flowcharts are developed through practical exercises. Participants map process steps, identify control points and assess the relationship between process ownership and control accountability. This provides a practical foundation for building a risk and control matrix.

Control design exercises focus on preventive and detective controls, manual and automated controls, evidence requirements, control frequency, ownership and segregation of duties. Participants assess whether proposed controls are appropriately designed against identified financial reporting risks.

Control testing exercises demonstrate how testing procedures are developed and how evidence is assessed. Participants work through sample control evidence, identify exceptions and distinguish between isolated errors and broader control deficiencies.

Group exercises focus on deficiency evaluation and remediation tracking. Participants assess the significance of identified weaknesses, determine appropriate corrective actions and establish clear ownership and follow-up requirements.

Real-world oil and gas scenarios provide the commercial context throughout the programme. Examples include procurement-to-payment processes, capital expenditure, joint venture accounting, revenue processes, treasury controls, financial close and asset accounting.

The methodology encourages cross-functional discussion because effective Internal Controls depend on collaboration between finance, operations, information technology, procurement, risk, audit and management. Participants therefore examine control ownership from both financial and operational perspectives.

Organisational impact

Effective Internal Controls provide organisations with a structured mechanism for managing risks that affect financial information and business processes. This course strengthens the capability of sponsoring organisations to establish controls that are aligned with identifiable risks and supported by clear ownership.

Improved control design reduces ambiguity around responsibilities, approval requirements, evidence and escalation routes. Organisations gain clearer visibility over where controls operate and how those controls support financial reporting objectives.

A stronger control environment also improves accountability. When control owners understand the risks assigned to their processes, control activities become part of normal business governance rather than isolated compliance tasks.

The use of process narratives and flowcharts improves process transparency. Finance and operational teams can identify duplicated activities, unclear handovers, unnecessary manual intervention and points where control responsibilities require clarification.

A structured risk and control matrix provides management with a consolidated view of key financial reporting risks and corresponding controls. It also creates a consistent basis for control testing, documentation and remediation.

Improved key control identification helps organisations focus resources on controls that directly address significant financial reporting risks. This supports a more disciplined approach to assurance and reduces the risk of excessive attention being placed on low-value control activities.

Stronger control testing practices improve the quality of evidence available to management, internal audit and other assurance functions. Testing procedures become linked to control objectives, reducing ambiguity when assessing whether a control has operated as intended.

Deficiency evaluation provides a structured basis for responding to control weaknesses. Organisations can establish clearer distinctions between documentation issues, isolated exceptions, design weaknesses and broader control concerns.

Remediation tracking strengthens follow-through after deficiencies are identified. Clear ownership, corrective actions and status monitoring support more disciplined closure of control issues.

For oil and gas companies, these capabilities are particularly relevant where financial reporting depends on complex operational processes. Joint venture accounting, capital expenditure, procurement, asset management, revenue processes and treasury activities each involve multiple control points. A consistent control framework improves visibility across these processes.

The course also supports more effective communication between finance, operations, risk, compliance and internal audit. A common control language enables different functions to discuss risks, control objectives, evidence and deficiencies using a consistent structure.

Personal impact

Participants develop practical capabilities that support their responsibilities in financial control, governance, risk management, internal audit and compliance.

They gain greater confidence in analysing business processes and identifying the financial reporting risks embedded within those processes. This enables participants to move from broad risk descriptions towards specific control objectives and clearly defined control activities.

Participants strengthen their ability to document processes through narratives and flowcharts. This supports clearer communication with process owners and improves the quality of control documentation.

The course develops practical skills in building and maintaining a risk and control matrix. Participants learn how to connect risks to control objectives, control activities, owners, evidence and testing requirements.

Control design and implementation skills provide participants with a stronger basis for assessing whether controls address the risks they are intended to manage. They learn to consider control frequency, ownership, evidence, segregation of duties and the nature of the underlying risk.

Control testing skills help participants develop appropriate procedures, assess evidence and document exceptions. This strengthens their ability to contribute to assurance activities and internal control assessments.

Participants also develop greater capability in deficiency evaluation. They learn how to document identified weaknesses clearly and establish appropriate remediation actions rather than treating every exception in the same way.

Remediation tracking skills support more effective follow-up and management reporting. Participants gain a structured approach to monitoring corrective actions, responsible owners and outstanding control issues.

The programme also strengthens cross-functional communication. Participants learn how finance, audit, risk, compliance, information technology and operational teams contribute to an effective control environment.

For managers and senior professionals, the course provides a stronger basis for reviewing control structures, challenging weak documentation and overseeing remediation. For technical professionals, it develops practical skills that can be applied directly to control design, testing and reporting activities.

Who should attend

- Finance Managers and Financial Controllers who oversee financial reporting processes and control structures
- Internal Audit Professionals who assess the design and effectiveness of financial and operational controls
- Risk Managers responsible for identifying and managing financial reporting and business process risks
- Compliance Professionals who support governance, control and regulatory requirements
- Internal Control Specialists who design, document, test and monitor control activities

- Accounting Professionals involved in financial close, reporting, reconciliations and control procedures
- Joint Venture Accountants who manage controls across partner-operated and non-operated activities
- Treasury Professionals responsible for cash, banking, payment and financial transaction controls
- Procurement and Supply Chain Managers involved in expenditure authorisation and supplier controls
- Financial Planning and Analysis Professionals who rely on controlled financial information for management reporting
- Governance Professionals responsible for control frameworks and management oversight
- Finance Transformation Professionals involved in process redesign and control implementation
- Information Technology Control Professionals supporting automated financial reporting controls
- Operational Managers with responsibility for financial process ownership and control performance
- Senior Managers and Department Heads responsible for financial governance, risk management and accountability
- Professionals preparing for broader responsibilities in financial controls, governance, audit and risk

Course outline

Control Environment and Financial Reporting Risk

This module establishes the foundation for effective Internal Controls over financial reporting. It examines how governance, accountability, organisational structure, management oversight and risk awareness influence the reliability of financial information within oil and gas organisations.

Process Documentation and Control Mapping

This module focuses on documenting financial reporting processes and translating business activities into clear control structures. Participants develop process narratives and flowcharts and use them to identify risks and control points.

Control Design, Implementation and Testing

This module examines how controls are designed, implemented and tested against identified financial reporting risks. The focus is on establishing controls that are practical, evidence-based and aligned with business processes.

Deficiency Evaluation and Remediation

This module focuses on what happens when control testing identifies exceptions or weaknesses. Participants examine deficiency evaluation, root cause analysis, corrective action development and remediation tracking.

Integrated Financial Reporting Control Management

This module integrates the course disciplines into an end-to-end control management approach. Participants apply control environment principles, risk assessment, process documentation, control testing and remediation tracking to complex oil and gas financial reporting scenarios.

Scheduled dates

Dates	Venue	Format	Fee
12 - 16 Oct 2026	Abu Dhabi, United Arab Emirates	In person	£3,600
12 - 16 Oct 2026	Abuja, Nigeria	In person	£3,600
12 - 16 Oct 2026	Accra, Ghana	In person	£3,600
12 - 16 Oct 2026	Addis Ababa, Ethiopia	In person	£3,600
12 - 16 Oct 2026	Al Ain, United Arab Emirates	In person	£3,600
12 - 16 Oct 2026	Al Khobar, Saudi Arabia	In person	£3,600
12 - 16 Oct 2026	Alberta, Canada	In person	£3,600
12 - 16 Oct 2026	AlUla, Saudi Arabia	In person	£3,600
12 - 16 Oct 2026	Amman, Jordan	In person	£3,600
12 - 16 Oct 2026	Amsterdam, Netherlands	In person	£3,600
12 - 16 Oct 2026	Athens, Greece	In person	£3,600
12 - 16 Oct 2026	Baku, Azerbaijan	In person	£3,600
12 - 16 Oct 2026	Barcelona, Spain	In person	£3,600
12 - 16 Oct 2026	Berlin, Germany	In person	£3,600
12 - 16 Oct 2026	Boston, United States	In person	£3,600
12 - 16 Oct 2026	Brussels, Belgium	In person	£3,600
12 - 16 Oct 2026	Budapest, Hungary	In person	£3,600
12 - 16 Oct 2026	Cairo, Egypt	In person	£3,600
12 - 16 Oct 2026	Cape Town, South Africa	In person	£3,600
12 - 16 Oct 2026	Casablanca, Morocco	In person	£3,600

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12 - 16 Oct 2026	Dammam, Saudi Arabia	In person	£3,600
12 - 16 Oct 2026	Dhahran, Saudi Arabia	In person	£3,600
12 - 16 Oct 2026	Doha, Qatar	In person	£3,600
12 - 16 Oct 2026	Dubai, United Arab Emirates	In person	£3,600
12 - 16 Oct 2026	Edinburgh, United Kingdom	In person	£3,600
12 - 16 Oct 2026	Edmonton, Canada	In person	£3,600
12 - 16 Oct 2026	Frankfurt, Germany	In person	£3,600
12 - 16 Oct 2026	Geneva, Switzerland	In person	£3,600
12 - 16 Oct 2026	Houston, United States	In person	£3,600
12 - 16 Oct 2026	Istanbul, Turkey	In person	£3,600
12 - 16 Oct 2026	Jakarta, Indonesia	In person	£3,600
12 - 16 Oct 2026	Jeddah, Saudi Arabia	In person	£3,600
12 - 16 Oct 2026	Jubail, Saudi Arabia	In person	£3,600
12 - 16 Oct 2026	Khamis Mushait, Saudi Arabia	In person	£3,600
12 - 16 Oct 2026	Kigali, Rwanda	In person	£3,600
12 - 16 Oct 2026	Kuala Lumpur, Malaysia	In person	£3,600
12 - 16 Oct 2026	Lisbon, Portugal	In person	£3,600
12 - 16 Oct 2026	Liverpool, United Kingdom	In person	£3,600
12 - 16 Oct 2026	London, United Kingdom	In person	£3,600
12 - 16 Oct 2026	Los Angeles, United States	In person	£3,600
12 - 16 Oct 2026	Luanda, Angola	In person	£3,600
12 - 16 Oct 2026	Madrid, Spain	In person	£3,600
12 - 16 Oct 2026	Manama, Bahrain	In person	£3,600
12 - 16 Oct 2026	Marbella, Spain	In person	£3,600
12 - 16 Oct 2026	Marrakech, Morocco	In person	£3,600
12 - 16 Oct 2026	Miami, United States	In person	£3,600

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12 - 16 Oct 2026	Milan, Italy	In person	£3,600
12 - 16 Oct 2026	Munich, Germany	In person	£3,600
12 - 16 Oct 2026	Muscat, Oman	In person	£3,600
12 - 16 Oct 2026	Nairobi, Kenya	In person	£3,600
12 - 16 Oct 2026	New York, United States	In person	£3,600
12 - 16 Oct 2026	Nice, France	In person	£3,600
12 - 16 Oct 2026	Nouakchott, Mauritania	In person	£3,600
12 - 16 Oct 2026	Oslo, Norway	In person	£3,600
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12 - 16 Oct 2026	Sarajevo, Bosnia and Herzegovina	In person	£3,600
12 - 16 Oct 2026	Sharm El Sheikh, Egypt	In person	£3,600
12 - 16 Oct 2026	Singapore	In person	£3,600
12 - 16 Oct 2026	Stockholm, Sweden	In person	£3,600
12 - 16 Oct 2026	Tokyo, Japan	In person	£3,600
12 - 16 Oct 2026	Toronto, Canada	In person	£3,600
12 - 16 Oct 2026	Tromso, Norway	In person	£3,600
12 - 16 Oct 2026	Vienna, Austria	In person	£3,600
12 - 16 Oct 2026	Zagreb, Croatia	In person	£3,600
12 - 16 Oct 2026	Zurich, Switzerland	In person	£3,600
12 - 16 Oct 2026	Online, Virtual	Online	£3,600
08 - 12 Feb 2027	Abu Dhabi, United Arab Emirates	In person	£3,600

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11 - 15 Oct 2027	Jubail, Saudi Arabia	In person	£3,600
11 - 15 Oct 2027	Khamis Mushait, Saudi Arabia	In person	£3,600
11 - 15 Oct 2027	Kigali, Rwanda	In person	£3,600
11 - 15 Oct 2027	Kuala Lumpur, Malaysia	In person	£3,600
11 - 15 Oct 2027	Lisbon, Portugal	In person	£3,600
11 - 15 Oct 2027	Liverpool, United Kingdom	In person	£3,600
11 - 15 Oct 2027	London, United Kingdom	In person	£3,600
11 - 15 Oct 2027	Los Angeles, United States	In person	£3,600
11 - 15 Oct 2027	Luanda, Angola	In person	£3,600

Dates	Venue	Format	Fee
11 - 15 Oct 2027	Madrid, Spain	In person	£3,600
11 - 15 Oct 2027	Manama, Bahrain	In person	£3,600
11 - 15 Oct 2027	Marbella, Spain	In person	£3,600
11 - 15 Oct 2027	Marrakech, Morocco	In person	£3,600
11 - 15 Oct 2027	Miami, United States	In person	£3,600
11 - 15 Oct 2027	Milan, Italy	In person	£3,600
11 - 15 Oct 2027	Munich, Germany	In person	£3,600
11 - 15 Oct 2027	Muscat, Oman	In person	£3,600
11 - 15 Oct 2027	Nairobi, Kenya	In person	£3,600
11 - 15 Oct 2027	New York, United States	In person	£3,600
11 - 15 Oct 2027	Nice, France	In person	£3,600
11 - 15 Oct 2027	Nouakchott, Mauritania	In person	£3,600
11 - 15 Oct 2027	Oslo, Norway	In person	£3,600
11 - 15 Oct 2027	Paris, France	In person	£3,600
11 - 15 Oct 2027	Port Louis, Mauritius	In person	£3,600
11 - 15 Oct 2027	Prague, Czech Republic	In person	£3,600
11 - 15 Oct 2027	Pretoria, South Africa	In person	£3,600
11 - 15 Oct 2027	Riyadh, Saudi Arabia	In person	£3,600
11 - 15 Oct 2027	Rome, Italy	In person	£3,600
11 - 15 Oct 2027	Sarajevo, Bosnia and Herzegovina	In person	£3,600
11 - 15 Oct 2027	Sharm El Sheikh, Egypt	In person	£3,600
11 - 15 Oct 2027	Singapore	In person	£3,600
11 - 15 Oct 2027	Stockholm, Sweden	In person	£3,600
11 - 15 Oct 2027	Tokyo, Japan	In person	£3,600
11 - 15 Oct 2027	Toronto, Canada	In person	£3,600
11 - 15 Oct 2027	Tromso, Norway	In person	£3,600

Dates	Venue	Format	Fee
11 - 15 Oct 2027	Vienna, Austria	In person	£3,600
11 - 15 Oct 2027	Zagreb, Croatia	In person	£3,600
11 - 15 Oct 2027	Zurich, Switzerland	In person	£3,600
11 - 15 Oct 2027	Online, Virtual	Online	£3,600

Certificate

Attendees receive a Certificate of Completion from Institute For Oil & Gas Training upon finishing the course.

The certificate is issued to participants who satisfy the course attendance requirement and complete the programme as delivered by Institute For Oil & Gas Training.