

Segregation of Duties in Finance & ERP Systems Training Course

OGI-1215 · 5 days · 15 CPD hours · English

Overview

The Segregation of Duties Training Course from [Institute For Oil & Gas Training](#) equips finance, internal control, ERP, audit, compliance and risk professionals to design, assess and strengthen Segregation of Duties across complex oil and gas organisations. The course addresses the control risks created when incompatible duties are assigned to the same individual across finance processes, procurement, joint ventures, revenue, payroll, treasury, inventory and enterprise resource planning systems.

Oil and gas organisations operate through interconnected financial processes, multiple approval levels, shared services, joint venture arrangements and sophisticated ERP environments. These structures create a strong requirement for clearly defined responsibility boundaries. Effective Segregation of Duties ensures that authorisation versus recording versus custody are appropriately separated, reducing the risk of unauthorised transactions, inappropriate access, financial misstatement, duplicate processing and control breakdowns.

The course provides a practical framework for identifying incompatible duties and analysing access risks within ERP environments. Participants examine how a SoD conflict matrix supports systematic control assessment, how role based access control establishes appropriate user permissions, and how user access review processes identify excessive or inappropriate access. The programme also addresses privileged access, compensating controls, ERP role redesign, and access provisioning and deprovisioning.

Institute For Oil & Gas Training positions Segregation of Duties within the wider finance and enterprise control environment. Participants work with practical scenarios involving procure to pay, order to cash, record to report, treasury, fixed assets, inventory, payroll and master data. The course connects business responsibilities with system permissions so that organisations can establish controls that operate effectively across both manual processes and ERP platforms.

The programme also examines the relationship between SoD design and operational accountability. A well-designed control environment distinguishes transaction initiation, approval, recording, reconciliation, asset custody and review responsibilities. This approach provides finance and control teams with a structured basis for determining whether an individual has excessive authority within a business process.

ERP environments require particular attention because a single system role can provide access to multiple functions that would remain separated in a manual environment. Participants therefore assess how role combinations create conflicts, how access risks are prioritised, and how ERP role redesign supports a sustainable control structure.

The course also addresses the practical management of exceptions. Not every incompatible access combination can be eliminated immediately, particularly in smaller finance teams, specialist operations or emergency response environments. Participants learn how compensating controls support risk management when complete separation is operationally impractical. The focus remains on documented ownership, monitoring, review and evidence.

Institute For Oil & Gas Training delivers this programme for organisations seeking stronger financial governance, more disciplined ERP access management and clearer accountability across oil and gas operations. The approach combines control principles with practical implementation techniques, enabling participants to translate Segregation of Duties requirements into workable finance and system controls.

Objectives

- Understand the principles and business purpose of Segregation of Duties across oil and gas finance environments
- Identify incompatible duties across financial, operational and ERP processes
- Distinguish authorisation versus recording versus custody responsibilities
- Develop and apply an effective SoD conflict matrix
- Assess finance process risks created by overlapping responsibilities
- Evaluate ERP roles against defined job responsibilities
- Apply role based access control principles to finance and operational systems
- Conduct structured user access review activities
- Identify excessive, inappropriate and unnecessary system privileges
- Evaluate privileged access and its associated control requirements
- Design practical access provisioning and deprovisioning controls
- Determine when ERP role redesign is required
- Develop appropriate compensating controls for unavoidable conflicts
- Strengthen evidence, ownership and accountability within access control processes
- Improve collaboration between finance, IT, internal audit, compliance and business process owners
- Support stronger financial governance through sustainable access management
- Establish repeatable approaches for monitoring and resolving SoD conflicts

Training methodology

Institute For Oil & Gas Training uses a practical corporate delivery model focused on real finance and ERP control situations. The programme combines instructor-led technical discussion with case studies, process mapping, access analysis, control design exercises and group-based problem solving.

Participants analyse realistic oil and gas scenarios involving incompatible duties across finance and operational workflows. These scenarios demonstrate how conflicts emerge when users receive overlapping transaction creation, approval, recording, master data and payment responsibilities.

Case studies focus on finance processes such as procure to pay, order to cash, record to report, treasury, payroll, inventory and fixed assets. Participants assess where responsibility separation is required and identify the system permissions that create control exposure.

ERP simulations provide a practical environment for reviewing user roles and identifying access combinations that create SoD conflicts. Participants work with role structures, permission combinations and approval workflows to understand the relationship between business responsibilities and system access.

Group exercises focus on developing a SoD conflict matrix. Participants identify conflicting activities, assess the significance of each conflict, establish appropriate control ownership and determine whether role redesign or compensating controls provide the appropriate response.

User access review exercises demonstrate how organisations assess existing user permissions against job responsibilities. Participants examine access provisioning and deprovisioning, inactive users, transferred employees, temporary access and privileged access.

Real-world scenarios also address organisational changes. Participants consider how employee transfers, restructures, new ERP implementations, acquisitions, outsourcing arrangements and changes in finance responsibilities affect Segregation of Duties.

The methodology emphasises evidence-based decision making. Participants learn to distinguish between theoretical access conflicts and genuine business control risks by considering process ownership, transaction authority, system functionality and existing monitoring controls.

Organisational impact

Effective Segregation of Duties strengthens the control environment by ensuring critical responsibilities are distributed across appropriate individuals and functions. Sponsoring organisations gain a structured approach for identifying control weaknesses before they develop into larger financial, operational or compliance issues.

The course supports stronger finance process integrity by separating transaction initiation, approval, recording, reconciliation and custody responsibilities. This reduces excessive concentration of authority and strengthens accountability across core financial workflows.

ERP governance also benefits from clearer role structures. Organisations gain practical methods for identifying conflicting permissions and determining when ERP role redesign is required. This supports cleaner access structures and improves alignment between employee responsibilities and system privileges.

A structured SoD conflict matrix provides management with a consistent method for documenting conflicts, assigning ownership and tracking remediation. It also supports more disciplined communication between finance, IT, internal audit, compliance and business process owners.

User access review becomes more systematic when access is assessed against actual job responsibilities rather than simply reviewing user accounts in isolation. This strengthens the organisation's ability to identify unnecessary access, transferred-user permissions, inactive accounts and inappropriate combinations of system privileges.

Access provisioning and deprovisioning controls also become more robust. Clear processes ensure that new access follows defined approval requirements and that access is removed or adjusted when employees leave, transfer roles or change responsibilities.

The course strengthens privileged access governance by focusing attention on accounts with elevated system authority. Appropriate monitoring, ownership and review processes help organisations maintain stronger control over high-risk access.

Compensating controls provide a structured response where complete separation of duties is not operationally practical. Organisations can establish alternative review, monitoring and approval mechanisms while maintaining documented responsibility for the underlying risk.

The programme also improves audit readiness through clearer control ownership and stronger documentation. Finance and control teams gain a common framework for demonstrating how access risks are identified, assessed, remediated and monitored.

For oil and gas organisations operating across multiple assets, entities, jurisdictions and joint venture structures, consistent control principles improve governance across different operating environments. The resulting control framework supports greater consistency between business processes and ERP access structures.

Personal impact

Participants develop a stronger understanding of how Segregation of Duties operates across finance, technology and operational environments. They gain the ability to identify control conflicts and explain their business significance to stakeholders.

Finance professionals strengthen their ability to evaluate whether system access supports or undermines financial control objectives. They learn to connect financial responsibilities with ERP permissions and approval structures.

ERP and IT professionals gain practical skills for translating business control requirements into system roles. They develop greater confidence in identifying inappropriate access combinations and supporting ERP role redesign.

Internal auditors and compliance professionals strengthen their ability to assess SoD frameworks, review access controls and challenge weaknesses in control ownership and documentation.

Risk professionals develop a clearer understanding of how access conflicts contribute to financial and operational exposure. They gain structured approaches for evaluating conflicts and determining appropriate control responses.

Managers gain stronger oversight capability. They can assess whether responsibilities are appropriately distributed, challenge excessive access and support decisions concerning role changes and compensating controls.

Participants also develop practical skills in user access review, privileged access assessment and access provisioning and deprovisioning. These capabilities support stronger professional performance across finance transformation, ERP governance, internal control and assurance functions.

The programme improves cross-functional communication because participants learn a common language for discussing access conflicts, control ownership, role design and remediation. This is particularly valuable where finance, IT and operational teams share responsibility for ERP governance.

Who should attend

- Finance Managers and Controllers — responsible for financial controls, transaction approvals and accounting governance.
- Financial Accountants — involved in transaction processing, reconciliations and financial reporting controls.
- Internal Auditors — responsible for assessing SoD effectiveness, access risks and control design.
- Compliance Managers — responsible for monitoring control requirements and organisational compliance processes.
- Risk Managers — responsible for identifying and evaluating operational and financial control exposure.
- ERP Managers — responsible for system roles, permissions and finance application governance.
- ERP Security Specialists — responsible for access architecture, permissions and privileged access.
- IT Managers — responsible for technology controls supporting financial and operational systems.
- Internal Control Professionals — responsible for designing, documenting and monitoring control frameworks.
- Finance Transformation Managers — responsible for improving finance processes and ERP structures.
- Process Owners — responsible for business workflows and control effectiveness.
- Procurement Managers — responsible for purchasing, supplier approval and procure to pay controls.
- Treasury Professionals — responsible for payment, banking and cash management activities.
- Shared Services Managers — responsible for centralised transaction processing and access structures.

- Senior Finance and Operations Managers — responsible for governance, accountability and control performance.

Course outline

Foundations of Segregation of Duties

This module establishes the principles of Segregation of Duties and explains how responsibility separation supports financial control across oil and gas organisations. Participants examine the distinction between authorisation versus recording versus custody and identify incompatible duties within common finance workflows.

SoD Conflict Analysis and Control Design

This module focuses on identifying, documenting and prioritising conflicts through a structured SoD conflict matrix. Participants assess process responsibilities and determine appropriate responses to identified conflicts.

ERP Access, Roles and Privileged Permissions

This module addresses the relationship between business responsibilities and ERP access. Participants examine role based access control, privileged access and the process of aligning system permissions with approved job responsibilities.

User Access Review and Access Lifecycle

This module examines the complete user access lifecycle, from initial provisioning through changes in responsibility and final deprovisioning. Participants develop structured approaches for reviewing access and maintaining accurate permissions.

Remediation, Compensating Controls and Sustainable Governance

This module focuses on resolving identified SoD conflicts and establishing sustainable governance arrangements. Participants assess ERP role redesign, compensating controls, privileged access monitoring and ongoing control review.

Scheduled dates

Dates	Venue	Format	Fee
12 - 16 Oct 2026	Abu Dhabi, United Arab Emirates	In person	£3,700
12 - 16 Oct 2026	Abuja, Nigeria	In person	£3,700
12 - 16 Oct 2026	Accra, Ghana	In person	£3,700
12 - 16 Oct 2026	Addis Ababa, Ethiopia	In person	£3,700
12 - 16 Oct 2026	Al Ain, United Arab Emirates	In person	£3,700

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12 - 16 Oct 2026	Al Khobar, Saudi Arabia	In person	£3,700
12 - 16 Oct 2026	Alberta, Canada	In person	£3,700
12 - 16 Oct 2026	AlUla, Saudi Arabia	In person	£3,700
12 - 16 Oct 2026	Amman, Jordan	In person	£3,700
12 - 16 Oct 2026	Amsterdam, Netherlands	In person	£3,700
12 - 16 Oct 2026	Athens, Greece	In person	£3,700
12 - 16 Oct 2026	Baku, Azerbaijan	In person	£3,700
12 - 16 Oct 2026	Barcelona, Spain	In person	£3,700
12 - 16 Oct 2026	Berlin, Germany	In person	£3,700
12 - 16 Oct 2026	Boston, United States	In person	£3,700
12 - 16 Oct 2026	Brussels, Belgium	In person	£3,700
12 - 16 Oct 2026	Budapest, Hungary	In person	£3,700
12 - 16 Oct 2026	Cairo, Egypt	In person	£3,700
12 - 16 Oct 2026	Cape Town, South Africa	In person	£3,700
12 - 16 Oct 2026	Casablanca, Morocco	In person	£3,700
12 - 16 Oct 2026	Dammam, Saudi Arabia	In person	£3,700
12 - 16 Oct 2026	Dhahran, Saudi Arabia	In person	£3,700
12 - 16 Oct 2026	Doha, Qatar	In person	£3,700
12 - 16 Oct 2026	Dubai, United Arab Emirates	In person	£3,700
12 - 16 Oct 2026	Edinburgh, United Kingdom	In person	£3,700
12 - 16 Oct 2026	Edmonton, Canada	In person	£3,700
12 - 16 Oct 2026	Frankfurt, Germany	In person	£3,700
12 - 16 Oct 2026	Geneva, Switzerland	In person	£3,700
12 - 16 Oct 2026	Houston, United States	In person	£3,700
12 - 16 Oct 2026	Istanbul, Turkey	In person	£3,700
12 - 16 Oct 2026	Jakarta, Indonesia	In person	£3,700

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12 - 16 Oct 2026	Jeddah, Saudi Arabia	In person	£3,700
12 - 16 Oct 2026	Jubail, Saudi Arabia	In person	£3,700
12 - 16 Oct 2026	Khamis Mushait, Saudi Arabia	In person	£3,700
12 - 16 Oct 2026	Kigali, Rwanda	In person	£3,700
12 - 16 Oct 2026	Kuala Lumpur, Malaysia	In person	£3,700
12 - 16 Oct 2026	Lisbon, Portugal	In person	£3,700
12 - 16 Oct 2026	Liverpool, United Kingdom	In person	£3,700
12 - 16 Oct 2026	London, United Kingdom	In person	£3,700
12 - 16 Oct 2026	Los Angeles, United States	In person	£3,700
12 - 16 Oct 2026	Luanda, Angola	In person	£3,700
12 - 16 Oct 2026	Madrid, Spain	In person	£3,700
12 - 16 Oct 2026	Manama, Bahrain	In person	£3,700
12 - 16 Oct 2026	Marbella, Spain	In person	£3,700
12 - 16 Oct 2026	Marrakech, Morocco	In person	£3,700
12 - 16 Oct 2026	Miami, United States	In person	£3,700
12 - 16 Oct 2026	Milan, Italy	In person	£3,700
12 - 16 Oct 2026	Munich, Germany	In person	£3,700
12 - 16 Oct 2026	Muscat, Oman	In person	£3,700
12 - 16 Oct 2026	Nairobi, Kenya	In person	£3,700
12 - 16 Oct 2026	New York, United States	In person	£3,700
12 - 16 Oct 2026	Nice, France	In person	£3,700
12 - 16 Oct 2026	Nouakchott, Mauritania	In person	£3,700
12 - 16 Oct 2026	Oslo, Norway	In person	£3,700
12 - 16 Oct 2026	Paris, France	In person	£3,700
12 - 16 Oct 2026	Port Louis, Mauritius	In person	£3,700
12 - 16 Oct 2026	Prague, Czech Republic	In person	£3,700

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12 - 16 Oct 2026	Pretoria, South Africa	In person	£3,700
12 - 16 Oct 2026	Riyadh, Saudi Arabia	In person	£3,700
12 - 16 Oct 2026	Rome, Italy	In person	£3,700
12 - 16 Oct 2026	Sarajevo, Bosnia and Herzegovina	In person	£3,700
12 - 16 Oct 2026	Sharm El Sheikh, Egypt	In person	£3,700
12 - 16 Oct 2026	Singapore	In person	£3,700
12 - 16 Oct 2026	Stockholm, Sweden	In person	£3,700
12 - 16 Oct 2026	Tokyo, Japan	In person	£3,700
12 - 16 Oct 2026	Toronto, Canada	In person	£3,700
12 - 16 Oct 2026	Tromso, Norway	In person	£3,700
12 - 16 Oct 2026	Vienna, Austria	In person	£3,700
12 - 16 Oct 2026	Zagreb, Croatia	In person	£3,700
12 - 16 Oct 2026	Zurich, Switzerland	In person	£3,700
12 - 16 Oct 2026	Online, Virtual	Online	£3,700
08 - 12 Feb 2027	Abu Dhabi, United Arab Emirates	In person	£3,700
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08 - 12 Feb 2027	Al Khobar, Saudi Arabia	In person	£3,700
08 - 12 Feb 2027	Alberta, Canada	In person	£3,700
08 - 12 Feb 2027	AlUla, Saudi Arabia	In person	£3,700
08 - 12 Feb 2027	Amman, Jordan	In person	£3,700
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08 - 12 Feb 2027	Los Angeles, United States	In person	£3,700
08 - 12 Feb 2027	Luanda, Angola	In person	£3,700
08 - 12 Feb 2027	Madrid, Spain	In person	£3,700
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11 - 15 Oct 2027	Dhahran, Saudi Arabia	In person	£3,700
11 - 15 Oct 2027	Doha, Qatar	In person	£3,700
11 - 15 Oct 2027	Dubai, United Arab Emirates	In person	£3,700
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11 - 15 Oct 2027	Jakarta, Indonesia	In person	£3,700
11 - 15 Oct 2027	Jeddah, Saudi Arabia	In person	£3,700
11 - 15 Oct 2027	Jubail, Saudi Arabia	In person	£3,700
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11 - 15 Oct 2027	Lisbon, Portugal	In person	£3,700
11 - 15 Oct 2027	Liverpool, United Kingdom	In person	£3,700
11 - 15 Oct 2027	London, United Kingdom	In person	£3,700
11 - 15 Oct 2027	Los Angeles, United States	In person	£3,700
11 - 15 Oct 2027	Luanda, Angola	In person	£3,700
11 - 15 Oct 2027	Madrid, Spain	In person	£3,700
11 - 15 Oct 2027	Manama, Bahrain	In person	£3,700
11 - 15 Oct 2027	Marbella, Spain	In person	£3,700
11 - 15 Oct 2027	Marrakech, Morocco	In person	£3,700
11 - 15 Oct 2027	Miami, United States	In person	£3,700
11 - 15 Oct 2027	Milan, Italy	In person	£3,700
11 - 15 Oct 2027	Munich, Germany	In person	£3,700
11 - 15 Oct 2027	Muscat, Oman	In person	£3,700
11 - 15 Oct 2027	Nairobi, Kenya	In person	£3,700
11 - 15 Oct 2027	New York, United States	In person	£3,700
11 - 15 Oct 2027	Nice, France	In person	£3,700

Dates	Venue	Format	Fee
11 - 15 Oct 2027	Nouakchott, Mauritania	In person	£3,700
11 - 15 Oct 2027	Oslo, Norway	In person	£3,700
11 - 15 Oct 2027	Paris, France	In person	£3,700
11 - 15 Oct 2027	Port Louis, Mauritius	In person	£3,700
11 - 15 Oct 2027	Prague, Czech Republic	In person	£3,700
11 - 15 Oct 2027	Pretoria, South Africa	In person	£3,700
11 - 15 Oct 2027	Riyadh, Saudi Arabia	In person	£3,700
11 - 15 Oct 2027	Rome, Italy	In person	£3,700
11 - 15 Oct 2027	Sarajevo, Bosnia and Herzegovina	In person	£3,700
11 - 15 Oct 2027	Sharm El Sheikh, Egypt	In person	£3,700
11 - 15 Oct 2027	Singapore	In person	£3,700
11 - 15 Oct 2027	Stockholm, Sweden	In person	£3,700
11 - 15 Oct 2027	Tokyo, Japan	In person	£3,700
11 - 15 Oct 2027	Toronto, Canada	In person	£3,700
11 - 15 Oct 2027	Tromso, Norway	In person	£3,700
11 - 15 Oct 2027	Vienna, Austria	In person	£3,700
11 - 15 Oct 2027	Zagreb, Croatia	In person	£3,700
11 - 15 Oct 2027	Zurich, Switzerland	In person	£3,700
11 - 15 Oct 2027	Online, Virtual	Online	£3,700

Certificate

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

The certificate confirms participation and completion of the programme. Attendees are required to meet the course attendance requirement and complete the scheduled programme activities.