



TOWARDS

# SUSTAINABLE MANAGEMENT

IN A NEW ERA

Progress Through Sharing in **DX**

17 - 18 SEPTEMBER 2019

HYATT REGENCY TOKYO

**ACIIA** CONFERENCE **2019**

IIA Japan 53<sup>rd</sup> National Conference



# OVERVIEW

**ACIIA CONFERENCE 2019**  
IIA Japan 53<sup>rd</sup> National Conference

*In the shifting social environment, particularly digital transformation (DX) such as AI, Robotics, Big Data and , Block Chains makes an impact in the business environment across the Asia Pacific region today of which organizations face challenges for sustainable management.*

*The internal audit profession is expected to have a pro-active approach in mitigating the emerging risks in DX. Therefore, it is pertinent for the internal auditors to be equipped with the necessary knowledge and skills relating to DX for contribution towards organizational sustainability management.*

*This conference aims to provide recognition of cultural differences amongst internal auditors across the Asia Pacific region and insights on ways to contribute to the organizational sustainability management in a new era.*



## CONFERENCE SPONSORS



# PROGRAMME OUTLINE DAY 1

17 SEPTEMBER 2019, Tuesday

09:00pm	Registration
10:00am - 10:30am	Opening Ceremony  Welcome Message by IIA Japan Chairman of the Board, <b>Kazuhiko Fushiya</b> Message by President of ACIIA  Welcome, Introductions, Roll Call by ACIIA Conference Chairman, <b>Hajime Yoshitake</b>
10:30am - 11:30am	Plenary Session 1: IIA Chairman of the Board <b>AUDIT in Tune</b> <b>J. Michael Joyce, Jr.</b> , 2019-20 IIA Chairman of the Board
11:30am - 01:00pm	Break & Exhibition
01:00pm - 01:40pm	Award Ceremony  <b>IIA Japan Chairman's Award</b> <b>IIA Japan Aoki Award</b> <b>IIA Japan Research Grant</b>  <b>ACIIA Award For Outstanding Contribution in the Field of Internal Auditing</b>
01:40pm - 02:40pm	Plenary Session 2: <b>Re-Imagining Internal Audit through Agile And Data</b> <b>Yik Yeng Yee</b> , Group Audit COO, DBS Bank Ltd
02:40pm - 03:10pm	Coffee Break & Exhibition
03:10pm - 04:10pm	Plenary Session 3: <b>Functional Enhancement Of Internal Audit In Japan: How Should Internal Audit Help Management Respond To Risks In Disruptively Changing Business Environment?</b> <b>Hiroshi NAKA</b> , Professor, Institute for Future Initiatives, The University of Tokyo
04:20pm - 05:20pm	Plenary Session 4: <b>The Viewpoint Of Internal Audit In A Grand Transformation</b> <b>Hirofumi Fujise</b> , General Manager, Internal Audit Department, Toyota Motor Corporation
05:20pm - 06:30pm	Break & Exhibition
06:30pm - 08:30pm	Social Dinner (Stand-up party)

# PROGRAMME OUTLINE DAY 2

## 18 SEPTEMBER 2019, Wednesday

9:30am - 10:40am

<p><b>IA's Digital Transformation - Some Pain Point Stories</b> Speaker: Helen Li Sum /Group Chief Auditor, Bank of East Asia Ltd</p>	
<p><b>Fourth Industrial Revolution And its Impact On Internal Auditors</b> Speaker: Shagen Ganson /Senior Manager, Group Internal Audit, AIA Group Limited</p>	
<p><b>Robotic Process Automation (RPA) and Machine Learning – Innovation in Internal Audit</b> Speaker: Minae Mizuno /Executive Officer, Head of Audit, Japan, Citigroup Global Markets Japan Inc.</p>	
<p><b>Proposals Toward Sustainable Internal Auditors In Digital Age</b> Speaker: Tatsuo Morii /Leader, Mari Yonezawa, Ryoichi Sakai S-SAM Working Group at IIA Japan</p>	Japanese Tracks (No Interpretation)
<p><b>Engagement For Sophisticated Internal Auditing</b> Speaker: Hirohisa Tanaka /CAE, Internal Audit Dept., Meiji Yasuda Life Insurance Company</p>	
<p><b>Internal Auditing in A Next Generation</b> Speaker: Fujiwara Fumihito /Managing Director, Takuro Aoyama, Director, Protiviti Japan</p>	

11:00pm - 12:10pm

<p><b>Internal Audit Innovation and Sustainability Management</b> Speaker: Dr. Doris Wang Yi Hsin / Professor of Accountancy, National Taipei University</p>	
<p><b>Evolving World of Audit</b> Speaker: Carl Renner/Delon Abrams/Megumi Fukuoka International Forum of Independent Audit Regulators (IFIAR)</p>	
<p><b>Deep Dive: Audit in the Era of Singularity</b> Speaker: Hiroyuki Ikarugi / Head of Technology &amp; Assurance Enrichment, Group Internal Audit, Takeda Pharmaceutical Company Limited</p>	
<p><b>Internal Audit Way With Changes In Corporate Governance</b> Speaker: Akira Kanie /Hokkaido University, Kenichi Yazawa/Aoyama Gakuin University, Toshitake Hasunuma/Hitachi Ltd Japan</p>	Japanese Tracks (No Interpretation)
<p><b>Issues In Digital Internal Audits And Factors For Their Successful Implementation</b> Speaker: Hiroshi Asanuma /Partner, Soichi Yasuda / Senior Manager, KPMG Consulting Co., Ltd</p>	
<p><b>Technical Case Study In Internal Auditing</b> Speaker: Tomohito Awano /Director, Takashi Nishihara /Senior Manager, Deloitte Japan</p>	

12:10pm - 01:30pm

Lunch

# PROGRAMME OUTLINE DAY 2

18 SEPTEMBER 2019, Wednesday

01:30pm - 02:40pm

## Automated Internal Audit With Robotics

Speaker:  
Naohiro Mouri / Executive Vice President and Chief Auditor, AIG

## Introduction Of "Regional(internal) Audit System" For An Effective Internal Control And "Special Audit Management Policy" On Repeatable Errors(Mistakes?).

Speaker: Jong Young Lee /Overseas Business General Manager, Korea Electrical Safety Corporation

## Next Generation of Internal Auditing

Speaker:  
Mark Harrison /Managing Director, Protiviti

## Governance & Internal Auditing in Eisai

Speaker: Takanori Kawamura /Corporate IA Dept., Executive Director Group Officer, Eisai Co., Ltd

**Development Of Digital Technology For Internal Audit -Practices With Text Analytics-** Speaker: Hiroyuki Shimamori /Partner, Nobuyoshi Shimodaira /Senior Manager, Koji Masaoka /Senior Manager, EY Japan

**Challenge For Global Governance Review -Innovation Of Critical Management Risk Based Auditing and Management Based Auditing In A Digital Trust Era**  
Speaker: Susumu Yagi /Senior Manager, Kiyoshi Kumada /Risk Analytics, PwC

Japanese Tracks  
(No Interpretation)

02:40pm - 03:20pm

## Break & Exhibitions

03:20pm - 04:30pm

## Case-Based Learning : Challenge To DX Of Internal Audit In Sampo Japan

**Nipponkoa Insurance Inc.** Speaker: Shoji Ito /Director, S.Managing Executive Officer, Kayoko Sakai /Managing Executive Officer, CAE, Sampo Japan Nipponkoa Insurance Inc.

## Key Message by The Winner of the ACIIA 2019 Award for Outstanding Contribution in the Field of Internal Auditing

Speaker: TBA

## Maximizing The Value of Robotics in Audit

Speaker:  
Dan Zitting /Chief Customer Experience Officer, Galvanize

## Digital Transformation and Auditing Information System

Speaker: Yuji Shimada/Toyo University  
Takashi Goi/Daiwa Institute of Research Business Innovation Ltd.

## Relationship between External Audit and Internal Audit in the Public Sector

Speaker:  
Nobuo Azuma /Board of Audit of Japan

## Cybersecurity Policy For Industry Sector In Japan

Speaker:  
Ministry of Economy, Trade and Industry Cybersecurity Division

Japanese Tracks  
(No Interpretation)



## SPEAKERS



### J. MICHAEL JOYCE, JR.

2019-20 IIA Chairman of the Board  
Vice President, Chief Auditor & Compliance Officer  
Blue Cross Blue Shield Association  
USA

J. Michael “Mike” Joyce is 2019-20 Chairman of the Institute of Internal Auditors (IIA) Global Board of Directors. In this role, Joyce serves as an officer of the Global Board, is Chairman of the Supervisory Committee, and presides over the Global Assembly. Joyce is the Vice President, Chief Auditor & Compliance Officer for Blue Cross Blue Shield Association (BCBSA), a national federation of 36 independent, community-based and locally operated Blue Cross Blue Shield companies. The Blue System is the nation’s largest health insurer, covering more than 107 million members.

Joyce has more than 36 years of professional experience and has been actively volunteering with The IIA since 1989. Before becoming Chairman of The IIA Global Board, Joyce’s volunteer roles included serving as the Global Board’s Senior Vice Chair (2018-19) and Chairman of the North American Board (2015-16). Joyce served on the Board of Governors for the Chicago Chapter of The IIA from 1995 until 2015, including a term as chapter president (2001-02).

With BCBSA since June 1999, Joyce directs the internal audit, national anti-fraud and compliance staff functions for BCBSA. He also created a voluntary external quality assessment review process for BCBS Plan internal audit functions to ensure compliance with professional standards promulgated by The IIA.

For his chairman’s theme, Joyce chose “Audit In Tune” to stress how instrumental it is for successful internal auditors to continuously fine-tune their audit approach and philosophy.



### NAOHIRO MOURI

IIA Past Chairman of the Board  
Executive Vice President and Chief Auditor  
American International Group  
Japan

Naohiro Mouri is Executive Vice President and Chief Auditor of American International Group (AIG), a global property-casualty, life and retirement, and general insurance company based in New York. In a career spanning more than 20 years, Mouri-san has held a number of chief auditor positions. Before joining AIG, he was a Statutory Executive Officer, Senior Vice President and Chief Auditor for MetLife Alico Insurance K.K. Japan. He also led the audit departments at J.P. Morgan Asia Pacific; Shinsei Bank; Morgan Stanley Japan; and Deutsche Bank Japan. He began his career at Arthur Andersen in Atlanta and Tokyo.

Committed to supporting internal audit professionals, Mouri-san also has held numerous board and volunteer leadership positions at The IIA, including International Secretary (2007-08), Vice Chairman – Professional Development (2008-09), Vice Chairman – Professional Guidance (2015-16), Vice Chairman – Professional Practices (2016-17), Senior Vice Chairman of the Global Board (2017-18), and 2018-19 Chairman of the Board. He has been IIA-Japan director since 2003.

Mouri-san served from 2001-06 as the first elected president of the Asian Confederation of Institutes of Internal Auditors (ACIIA). ACIIA recognized him with its “Outstanding Contribution in the Field of Internal Auditing” honor in 2016.

## SPEAKERS



### YENG YEE YIK

Group Audit Chief Operating Officer, DBS Bank Ltd  
Singapore

Yeng Yee YIK is the Chief Operating Officer at DBS Bank Group Audit and is responsible for DBS Group Audit's strategic initiatives, audit practices and methodologies. She is a recognised industry thought leader in both traditional and agile auditing approaches.

Having developed an overall blueprint for Group Audit's technology architecture, she drove its technology roadmap to realise the "Future of Auditing" vision. The strategic initiative entailed building a team of specialist data scientists, scaling data analytics across Group Audit and collaborating with Singapore's Agency for Science, Technology & Research (A\*STAR). This culminated in the first award-winning AI predictive audit model in the banking industry. She is a proven change catalyst in the integration of cutting-edge AI technology, agile audit practices and activity-based workspace environment. Prior to her COO role, she was DBS Bank Regional Audit Head for consumer banking.

Yeng Yee graduated from National University of Singapore with a Bachelor of Accountancy (Honours) and began her career at Coopers & Lybrand before moving on to Standard Chartered Bank. She sits on the Institute of Singapore Chartered Accountants (ISCA) Technology Advisory Panel. Yeng Yee speaks regularly at IIAS conferences. She has also collaborated with Singapore Management University (SMU) on a series of academia case study articles pertaining to DBS' audit practices. These have been published at SMU Asian Management insight online resource and Harvard Business Publishing.



### HIROSHI NAKA

Professor, Institute for Future Initiatives, The University of Tokyo  
Japan

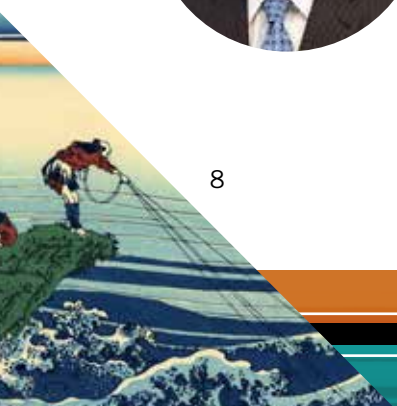
Hiroshi Naka is a Professor at the Policy Alternatives Research Institute (PARI), the University of Tokyo. He joined the Ministry of Finance in 1983 and retired in 2018. He served abroad for fourteen years in various capacity including Vice President and Auditor General of the World Bank from 2014 to 2018. He conducted audits of operational strategies and key operations of the World Bank Group. His expertise covers financial systems, international finance, anti-money laundering and terrorist finance, economic sanctions, social and economic development policy of developing countries such as SDGs as well as risk management and compliance issues. Graduated from University of Kyoto in 1983 (LL.B). Certified Internal Auditor (CIA).



### HIROFUMI FUJISE

General Manager, Internal Audit Department, Toyota Motor Corporation  
Japan

Joined Toyota Motor Corporation in 1983 and first positioned in Human Resources dept. He then led the external affairs practices in Asia focused on the automotive industry policies and trade policies for seven years, including five years in Singapore. In 2013, He established Information Security Management Dept. and led the enterprise-wide cybersecurity management system. In 2017, became the head of Corporate Affairs Dept. overseeing corporate governance, internal controls, risk management, and sustainability management. Currently, heads the Internal Audit Dept. as the General Manager since October 2018.







### HELEN LI SUM

Group Chief Auditor, The Bank of East Asia, Limited  
Hong Kong, China

Helen is President of the Asian Confederation of Institutes of Internal Auditors for 2018/19 term. She is currently Group Chief Auditor of The Bank of East Asia, Limited and President of the Institute of Internal Auditors Hong Kong. Helen has extensive consulting and commercial experience in public and private sector companies including large listed groups in Hong Kong SAR, China, US and UK. Helen had worked as a risk advisory partner in KPMG and senior audit executive in other listed group. Helen is a regular speaker at professional conferences including internal audit conferences / forums in the Asian countries. Helen is a CIA, FCCA, FHKICPA, and has a master degree of science in finance.



### MARK HARRISON

Managing Director (Canberra) Protiviti  
Australia

Mark is a Managing Director with Protiviti and is a respected member of the internal audit community in Australia, particularly in the ACT. Over a career spanning 25+ years he has provided internal audit services in Australia and globally, in a range of sectors including the public sector, healthcare, financial services, hospitality and energy and utilities. He has a strategic mindset and experience in working with a number of member-based organisations.

He is a passionate advocate of the profession of internal audit. Mark has been a member of the IIA-Australia since 2001 and has served on both ACT and NSW Chapter Councils. He was co-chair of SOPAC 2013; Chair, Public Sector Conference 2008+; and member of IIA-Australia Policy and Technical committees. Mark is a member of the IIA-Australia Executive Committee, Remuneration Committee and Nominations Committee and is the Board liaison for the Youth Leadership Committee. He was Chair, Host Country Committee for the IIA International Conference 2017 and was a member of the Global Professional Development Committee to May 2018. In 2018, Mark was elected as the Vice President of the Asian Confederation of Institutes of Internal Auditors (ACIIA), having served in 2017/18 as Secretary. Mark also serves as Deputy Chair, Board of Southern NSW Local Health District.



### HIROYUKI IKARUGI

Head of Technology & Assurance Enrichment, Group Internal Audit (GIA),  
Takeda Pharmaceutical Company Limited  
Japan

Subject matter audit expert on innovative technologies such as AI, Robotics, and Big Data Analytics. Strategic audit futurist and reformer by driving an unified global strategy, as well as building synergy and optimization model for the future state of a global, best-in-class internal audit function. Previous work history at EY (New York), KPMG (Singapore), Deloitte (Tokyo), and Coca-Cola Bottlers Japan. Esteemed speaker/panelist at various international/national level conferences including "GRC Global Leader Conference" (2016) sponsored by Galvanize (formerly known as ACL) at Singapore, and "AI-driven Business and Audit - Future and Challenges" (2019) co-sponsored by Nikkei Newspaper and the Japan Institute of Certified Public Accountants at Tokyo, Japan. Publications include "Audit in the Era of Singularity (Intelligent Audit x Automation)" (Amazon Kindle) and "Industry accounting practice Q&A - Contents & Media" (Cyuokezai-sya). U.S. Certified Public Accountant (Washington State) and Certified Internal Auditor.

## SPEAKERS



### DR. DORIS WANG YI HSIN

Professor of Accountancy, National Taipei University  
Chinese Taiwan



Yi Hsin (Doris) Wang, a professor of accountancy at National Taipei University, has devoted her teaching and research to accounting information system, corporate governance, risk management, internal control and internal audit. Dr. Wang has been the chairperson of Accounting Research and Development Foundation since 2014. Dr. Doris Wang received an honor of the 2018 ACIIA Award for Outstanding Contribution in the Field of Internal Auditing in Malaysia.

She was a member of the Internal Audit Foundation Trustees of the IIA Global and a board member of the IIA Global board. Dr. Wang had developed the internal control framework and balanced score card performance system for the university library when she was the director of National Taipei University library from 2002 to 2010.

In addition, Dr. Wang has been a board member of First Financial Holding Corporation for more than 10 years. She is also the chairperson of the audit committee of Transcends information that is a listing company of Taiwan Stock Market. She has actively attended and made presentations for some international conferences, including Data Amplified 2018 (XBRL International Conference) in Dubai, ACIIA 2018 in Malaysia, 2019 IFASS meeting in Buenos Aires, and ACIIA 2019 CAE Forum.



### SHAGEN GANASON

Senior Manager Group Internal Audit, AIA  
New Zealand

Shagen Ganason leads the internal audit function for the AIA Group in New Zealand. AIA is the largest listed company on the Hong Kong Stock Exchange and the largest life insurer in the world with a presence in 18 markets across the Asia-Pacific region. Shagen's point of difference is that he has been on both sides of an organization – as an auditor and as a line manager – so he understands what it takes to be effective as an internal auditor. His leadership roles have focused on building businesses, delivery of audit engagements, and people development responsibilities. He is a results driven specialist with demonstrated success in building strong relationships with "C Suite" executives globally.

He has over 30 years of experience in the field of marketing, operations, continuous improvement, lean auditing, accounting, internal audit and risk management. His experience has been global, crossing a variety of industries including manufacturing, airline, agriculture, financial services and government across three continents. Prior to coming to New Zealand, he was the Chief Financial Officer and Chief Operating Officer for a British government investment arm in Indonesia.

Shagen is a Certified Internal Auditor, a Certified Environment Auditor, holds an MBA with Merit from the University of Bath in the United Kingdom and is a lean practitioner trained by Toyota Master Trainers. Shagen is a regular presenter at regional and international IIA and ACFE events. He also serves on The IIA Global's Institute Relation Committee.



### JONG YOUNG LEE

Overseas Business General Manager, Korea Electrical Safety Corporation  
Korea

JONG YOUNG LEE currently serves as overseas business general manager at KESCO (Korea Electrical Safety Corporation)

He has a Bachelor Degree in electrical engineering 2000, Hanbat national university and he has been working for KESCO since 2,000 after graduation

He mainly focused on domestic electrical engineering business until 2007 at the local office of KESCO and transferred to the engineering department in headquarter that is responsible for the overseas projects

he worked in Middle East Office as an deputy manager from 2011 to 2018 and now he is in charge of overseas business of KESCO

He has great experience not only in overseas electrical diagnosis but also in various auditing activities in other countries such as Dubai, Qatar, Saudi etc...His job has included auditing activity for preparing of account auditing report for overseas office and his colleges.



### SHOJI ITO

Director, Senior Managing Executive Officer, Sompo Japan Nipponkoa Insurance inc.  
Japan

Shoji Ito is in charge of audit, risk management, compliance and business quality management.

He has deep insight into business management based on his experience in corporate planning, human resources and claims handling. He brings to this role extensive profit management expertise, improving the bottom line.

He joined The Nippon Fire & Marine Insurance Co., Ltd. (Currently Sompo Japan Nipponkoa Insurance Inc.) in 1984, and became a director of the Company in 2015.



### KAYOKO SAKAI

Executive Officer, General Manager(CAE), Internal Audit Department, Sompo Japan Nipponkoa Insurance inc.  
Japan

Kayoko Sakai is a General Manager of internal audit department(CAE). She has experienced a wide range of tasks such as sales, CSR, PR, loan on to gender equality bureau, Cabinet Office of Japan , and HR dept. She has activated the organization by utilizing communication capabilities and internal and external networks.

She is committed to improving the quality and evolution of internal audit.

She joined Yasuda Fire and Marine Insurance Co.,Ltd. (Currently Sompo Japan Nipponkoa Insurance Inc.) in 1992, and became an executive officer in 2019.

## SPEAKERS



### MINAE MIZUNO

Executive Officer, Head of Audit, Japan, Citigroup Global Markets Japan Inc.  
Japan

Ms. Mizuno joined Citigroup Global Markets Japan Inc. managing Institutional Clients Group (ICG) Audit on September 22, 2018 and January 1, 2019, she was appointed as Head of Audit, Japan for Citigroup Japan. She reports into Citigroup Chief Auditor based in New York.

Ms. Mizuno joined Citi from UBS Japan where she was Head of Internal Audit for Japan and Korea.

After graduating from International Christian University, she started her career at Daiwa Securities, Equities department, and pursued internal auditing at Morgan Stanley for 5 years. In 2004, moved to Deutsche Group Japan as the Senior Audit Manager for Global Markets. In 2010, joined UBS and subsequently headed up the Internal Audit function in Japan covering

Securities, Banking, and Asset Management businesses.

### CARL RENNER

Executive Director, International Forum of Independent Audit Regulators (IFIAR)  
Japan

Carl is a chartered accountant with more than 17 years' experience in medium and large audit firms; 13 years as an auditor and four years as a financial due diligence specialist. During his career, Carl has worked in Sydney, Tokyo, and London.

Carl joined IFIAR in April 2017 to lead the new Secretariat based in Tokyo.

### DELON ABRAMS

Senior Policy Officer, International Forum of Independent Audit Regulators (IFIAR)  
Japan

Delon Abrams is a qualified attorney, originally from New York City. Delon joined IFIAR in 2017, bringing 20 years of legal experience from a career working in several prominent law firms and global financial institutions in New York City, Tokyo and Singapore. As Senior Policy Officer, Delon's responsibilities include delivering on the Secretariat work plan, supporting IFIAR's Working Groups, managing external communications and monitoring compliance with the IFIAR Charter and internal policies. Immediately prior to joining IFIAR, Delon held a position of Assistant General Counsel in Citibank's regional offices in Singapore handling a broad variety of financial transaction and regulatory matters.

### MEGUMI FUKUOKA

Senior Policy Officer, International Forum of Independent Audit Regulators (IFIAR)  
Japan

Megumi Fukuoka joined IFIAR in 2017, assisting the start of its headquarter office opened in Tokyo. As Senior Policy Officer, Megumi provides secretariat support for IFIAR's Board and Working Groups. Prior to IFIAR, she worked for the Financial Services Agency of Japan since 2008, engaging in international affairs, corporate disclosure, accounting and audit oversight.





## DAN ZITTING

Chief Customer Experience Officer, Galvanize  
Canada

Dan Zitting serves as the Chief Customer Experience Officer at Galvanize, a leading provider of SaaS solutions for enterprise governance, risk management, and compliance (GRC) solutions globally. Recognized by both Forrester and Gartner as a category leader, more than 7,000 customer organizations in over 140 countries globally (including 60%+ of Fortune 1000 companies) use Galvanize software to run their organizations better. Dan's responsibilities at Galvanize include executive leadership for the company's strategy, products, marketing, and customer success.

Dan is dedicated to the advancement of cloud and "big data" technologies for helping corporations and governments perform better while operating with integrity, having been covered as a thought leader in publications including The Wall Street Journal, CFO Magazine, Bloomberg, Reuters, The Street, and CNBC.

Dan has been recognized with multiple prestigious awards including CPA Practice Advisor Magazine's Forty under 40, ColoradoBiz Magazine 25 Most Influential Young Professionals, IIA Emerging Leaders, BCTIA Team of the Year, GRC 20/20 Technology Innovation, and Business in Vancouver Forty under 40.

Prior to Galvanize, Dan spent 10 years in professional services, including four years with the Technology & Security Risk Services practice at Ernst & Young. Following E&Y, he co-founded advisory firm Linford & Company LLP, a provider of GRC consulting services that grew to serving clients across North America, Europe, and Asia.

While building his firm, Dan developed a software platform for use by clients, which ultimately led him to leave to found Workpapers.com, the first truly cloud-based audit and compliance management system in the market. Under Dan's leadership, Workpapers.com found strong success and was ultimately acquired by Galvanize in 2011, combining the power of cloud collaboration and "big data" analytics under one market-leading brand.

## VENUE & ACCESS



### Address

2-7-2 Nishi-Shinjuku, Shinjuku-ku  
Tokyo, Japan, 160-0023

### Phone

03 3348 1234

### Email

[tokyo.regency@hyattregencytokyo.com](mailto:tokyo.regency@hyattregencytokyo.com)

### Reservations

Callers outside Japan: +81 3 3348 1234

### Distances

Narita Airport (NRT)\* - 60 Km  
Haneda Airport (HND)\* - 18 Km  
Shinjuku Station - 0.8 Km

\*Limousine Bus operated by the hotel is available. see detail at the hotel's web.



# *Accelerate* Your Success

CIA Proves Credibility & Proficiency

# REGISTRATION FORM

## DELEGATES' DETAIL

### DELEGATE 1

Family name: \_\_\_\_\_ Middle name: \_\_\_\_\_ Given name: \_\_\_\_\_ Mr / Mrs / Ms  
 Designation: \_\_\_\_\_ Organization: \_\_\_\_\_  
 E-Mail(Compulsory): \_\_\_\_\_ Mobile (Compulsory): \_\_\_\_\_  
 Delegate's Classification  IIA Member(No. \_\_\_\_\_ )  Non-member  Vegetarian Meal

### DELEGATE 1

Family name: \_\_\_\_\_ Middle name: \_\_\_\_\_ Given name: \_\_\_\_\_ Mr / Mrs / Ms  
 Designation: \_\_\_\_\_ Organization: \_\_\_\_\_  
 E-Mail(Compulsory): \_\_\_\_\_ Mobile (Compulsory): \_\_\_\_\_  
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Family name: \_\_\_\_\_ Middle name: \_\_\_\_\_ Given name: \_\_\_\_\_ Mr / Mrs / Ms  
 Designation: \_\_\_\_\_ Organization: \_\_\_\_\_  
 E-Mail(Compulsory): \_\_\_\_\_ Mobile (Compulsory): \_\_\_\_\_  
 Delegate's Classification  IIA Member(No. \_\_\_\_\_ )  Non-member  Vegetarian Meal

## CONTACT PERSON DETAILS

Organization: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Contact No.: \_\_\_\_\_ Email: \_\_\_\_\_

## CONTACT DETAILS FOR BILLING PURPOSE

Organization: \_\_\_\_\_  
 Billing Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Contact No.: \_\_\_\_\_ Email: \_\_\_\_\_

## PAYMENT INFORMATION

All registration **MUST** be accompanied with full payment. Upon receipt of your registration, you are deemed to have read and understood the registration procedures and accepted the terms and conditions contained therein.

### CREDIT CARD

I hereby authorise THE INSTITUTE OF INTERNAL AUDITORS JAPAN to charge to my credit card to the value of

Card Type:  VISA  MASTER  
 Card Number:              
 Expiry(MM/YY): \_\_\_\_\_ Cardholder's Name: \_\_\_\_\_

I understand that any amount drawn from my credit card will first be cleared with the credit card authorisation facility.

Signature (As per credit card): \_\_\_\_\_

Online Registration at  
<http://www.cvent.com/d/zyqmp>

REGISTRATION FEES	
IIA Member	
Early Bird Rate (before 31 July 2019)	Standard Rate (1 August 2019 onwards)
USD 430	USD 560
Non-member	
USD 630	USD 770
Guest for Social Dinner	
USD 100	

### IMPORTANT NOTE

- Personal email address and mobile number are COMPULSORY
- Please write clearly to ensure correct information is captured for the issuance of e-certificate
- Only completed registration forms will be processed
- Full payment of the conference fee shall be made within thirty(30)days from the date of the Payment Advice or by end of campaign or on conference end day, whichever is earlier.

### EARLY BIRD REGISTRATION

If payment is received after the promotion date, the Conference fee will be revised to the latest registration fee which is applicable for that period.

### TERMS & CONDITIONS

#### CANCELLATION

Upon registering, delegate(s) are considered successfully enrolled for the Conference. Should delegate(s) decide to cancel their enrollment, a cancellation policy shall be applied as follows:

- Written cancellations received before 31 August 2019:
  - Full refund will be made but bank charge will be imposed
- Written cancellations received after 31 August 2019:
  - A refund (less administrative charge of 50%) will be made
  - Unpaid registrations will also be liable for 50% administrative charge
  - A bank charge will be imposed
- Written cancellations/no-show on the day of the Conference:
  - No refund will be entertained
  - Unpaid registrations will also be liable for full payment of the registration fee
  - Partial cancellation is not allowed

You can substitute an alternate delegate(s) if you wish to avoid cancellation charges. Any differences in fees will be charged accordingly.

#### DELEGATE'S CLASSIFICATION

Please select the delegate classification carefully as it determines the fee payable. No alternation will be allowed after registration is accepted. Terms and conditions apply.

#### CERTIFICATE OF ATTENDANCE

Upon attending the 2-day Conference, delegates will be issued an "E-certificate" via email. For this purpose, it is COMPULSORY to fill in the email address clearly.

#### DATA PROTECTION

Personal Data is gathered in accordance with the Act on the Protection of Personal Information (Law number: Act 57 of 2003). The Institute of Internal Auditors Japan (IIA Japan) hereby inform you that your personal information will be processed, retained and used by IIA Japan in relation to this conference.

#### DISCLAIMER

The Institute of Internal Auditors Japan (IIA Japan) reserves the right to change the speaker(s), date(s) or to cancel the Conference should circumstances beyond its control arise. IIA Japan also reserves the right to make alternative arrangements without prior notice should it be necessary to do so. Upon signing the registration form, you are deemed to have read and accepted the terms and conditions.