



NEW YORK REPORTS

GOLD AWARD CHAPTER

August 2004



Dear Colleagues:

As the summer comes to a close, we are looking forward to the official start of our programs for the 2004-2005 Chapter Year. We are pleased to once again be bringing you some great programs featuring expert speakers and current topics. Here is an update on recent events and a preview of events planned for September and October.

- On August 12th we hosted our annual training and social event. In the morning, Charles Locasto from MetLife gave us some great tips for using technology to detect fraud. After the session, we headed to Shea Stadium to see the Mets play the Houston Astros. We had 31 attendees at the training session and game, including some colleagues from the Long Island Chapter. Although rain was predicted, the sun came out, and more importantly, the Mets won! The final score was Mets 2, Astros 1. Thanks to Luca Pagoto and Jennifer VanAlstyne for organizing this event and to Carol McFarlane and Mary O'Mahoney of MetLife for helping with registration.
- Mark your calendars; the first workshop and luncheon program of the chapter year will be on Friday, September 10. Joel Kramer of the MIS Training Institute will be presenting "A Comprehensive Guide to Auditing Core Business Functions" (see details on page 8). Also, we are very excited to have as our luncheon speaker, Joeseph Reo from MetLife, who will share some lessons learned from implementing Sarbanes-Oxley.
- Also in October, the IIA and the New York Chapter will again be presenting the "New Challenges and New Solutions" conference in New York. This year, the conference will

be held on October 18-20th at the InterContinental Barclay Hotel. This event was very successful last year and this year's session promises to be even better. As an added bonus, New York Chapter members will receive a \$200 discount on the registration fee for this event. Please see page 6, for more details.

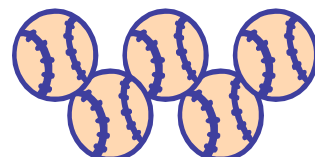
- The CIA Review classes will be held on Tuesday, October 12th through Friday October 15th. As in the past, the format will be a one-day training session for each part of the exam. For more details and registration information see page 5.

Enjoy the rest of the summer. I look forward to seeing you at our first meeting on September 10.

Marian Dougherty, President
IIA New York Chapter

| SEPTEMBER 2004 | | | | | | |
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Sept 10, MIS Training Institute -A Comprehensive Guide to Auditing Core Business Functions



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Labor Day is just around the corner and I am sure everyone is looking forward to the up coming barbecues this Labor Day weekend. As our president Marian Dougherty noted the August 12th training on using technology to prevent fraud, which was presented by Charles Locasto,

EDITOR'S NOTE:

was very helpful. It provided some tips on how ACL can be used to look at key information that will show patterns that could be flags to fraudulent activity. Charles Locasto presented real life fraudulent schemes and explained the methods that had been used to detect them. After the training, we went to Shea Stadium and watched the Mets beat the Astros. All you Met Fans out there wasn't that a sight to behold! Going forward, Sarbanes Oxley continues to rise its head and beg for attention. Joe Reo our September 10th luncheon speaker will help us out here when he shares some lessons learned from implementing Sarbanes-Oxley 404. The workshop will address Auditing Core Business Functions. Joel Kramer will present this topic.

Next month, we will return to the full-sized monthly issues. These issues will continue to share information that is needed by the profession. Readers can help by contacting the editor; submitting articles, and letting us know what you want included in each of the issues. As in prior chapter years, we have a full slate of activities for both members and non-members, which include many seminars, luncheons and workshops

Visit the IIA website (<http://www.theiia.org>) for information about the Certification programs, Quality Assurance Review Services, etc. The IIA's E-learning program, (<http://www.iiainlinecpe.org/>) offers a wide variety of high quality courses at very reasonable rates. Please visit our website (<http://www.nyiaa.org/>)

Also, the IIA has a wealth of information, so do not hesitate to visit their website (<http://www.theiia.org/>).

Carol F. McFarlane, CPA, CIA, CISA
Newsletter Chair

**Once again the NY Chapter will host a
Review Class in October 2004 for
November CIA Exam**

*The classes will be held at in Long Island City at
MetLife from Tuesday October 12 through Friday
October 15.*

*Look out for more details in future
newsletters and on the IIA websites
www.theiia.org and www.nyiaa.org*

JOB POSTINGS



The New York Times Company has an exciting **Associate Internal Auditor** position available.

As a member of Internal Audit team, you will plan and execute financial and operational audits of the activities of The New York Times Company's various affiliates to determine adequacy of internal controls, efficiency of operations, fairness of reported financial data, and compliance with the Company's financial policies and procedures.

PRINCIPAL ACCOUNTABILITIES

- Assists in planning and execution of financial and operational audits as well as special projects. Perform audit assignments without direct supervision and in accordance with professional standards.
- Ensure operations comply and adhere with accounting principles and the Company's Financial Policies and Procedures.
- Assists in determining audit procedures to be used in preparing the audit plan.
- Conducts fieldwork in accordance with Audit Plan and approved programs and guidelines.
- Informs the Supervisor – General Audit, or the in-charge auditor of audit progress, audit concerns and potential recommendations.
- Presents or assists in presenting oral or written reports to management during and at the conclusion of each engagement.
- Communicates audit recommendations to management and performs follow-up reviews, as required, to assess the implementation status of prior audit recommendations.
- Assists in preparing time and dollar budgets for assigned projects.

QUALIFICATIONS

- Ability to communicate effectively, both orally and in writing. Must have good analytical and interview skills or experience.
- Minimum 2 to 3 years of audit experience with a firm of certified public accountants or a large publicly owned corporation is required.
- BA/BS in Accounting. Certification in Public Accountancy, or currently in pursuit of CPA, is required.
- Must be able to travel

In addition to an excellent salary and benefits package, the chosen candidate will find an environment committed to diversity, challenge and growth. For consideration, please visit our website at www.nytc.com to apply online.



BANCO POPULAR



Banco Popular North America continues to grow, providing banking solutions to the fastest growing population segment in the country and strengthening our commitment to become the premier community bank in the markets we serve. Our parent company, Popular, Inc., is a leading financial institution in Puerto Rico, the United States and the Caribbean with over \$37 billion in assets.

We currently have an opportunity in our downtown New York City location for an Auditor. This position is responsible for conducting, coordinating and reviewing audits for operational and financial systems of the bank and of its subsidiaries in order to ensure compliance with established norms and procedures.

To qualify, you must have 2-5 years of bank auditing experience and a Bachelors degree in Business. CBA or CIA certifications are a plus. Strong communication, organizational and analytical skills are required along with proficiency in Microsoft Office programs and Excel. In addition, 25% domestic travel required.

We're vibrant! We're fast-paced! We're energetic!
We're Banco Popular.
Join our team! E-mail your resume to msmedina@bpop.com or fax to 212.417.6734, Attention: Martha Medina, Human Resources.

Only those selected for an interview will be contacted.
We are an Equal Opportunity Employer.

CITIGROUP, HUMAN RESOURCES

Audit and Risk Review

Job title: Audit Manager and Senior Auditor – Investor Services. Comprehensive knowledge of audit and risk assessment techniques and principles; Private Bank business and product knowledge a plus; strong interpersonal and project management skills; excellent communicator with all levels of management; strong analytical skills.

Location: 111 Wall Street, New York, NY

Fax number: 212.657-2704

E-mail: lwsourcing@citigroup.com

JOB POSTINGS

AXA Financial

Company: AXA Financial

Industry: Insurance

Available Positions: Investigations, Audit and IT Audit

Position Description

To participant in team-oriented audit activities designed to identify business risks, evaluate the effectiveness of mitigation strategies and to recommend opportunities for improvement. The position requires a strong willingness to work in an interdisciplinary setting, to assist in the planning and execution of assignments. Depending on an individual's experience and skills incumbents may be required to provide direction to other team members and to prepare reports for various levels of management.

Requirements:

Minimum requirements include an undergraduate degree and at least 2-3 years related business experience. Candidates will demonstrate attained skills in one or more core disciplines including business operations, accounting, project management, information technology or finance. In addition, candidates will have strong analytical, communication, problem solving and computer skills which are essential for core discipline mastery.

Contact:

Nicole Denora

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Phone: 212-314-4882

Fax: 212-314-5452

Email: nicole.denora@axa-financial.com (preferred method of

JOB POSTINGS

Health Care Fraud & Abuse

Major Midtown Union Health Plan seeks senior level individual to design, implement and manage program involving the prevention and detection of healthcare fraud and abuse, including recovery of inappropriate health benefit payments due to billing practice abuses and /or fraudulent claims. Primary responsibility is to initiate and bring to successful conclusion fraud and abuse investigations by working together with high-level staff in other departments including Legal, Provider Relations, Research, Claims, and Internal Audit.

Requires excellent oral/written communication, interpersonal, analytical and problem solving skills. Knowledge of group health or managed care claims payment processes, federal/state regulations pertaining to Health Care, database management, spreadsheet and word processing skills are essential. Ability to thoroughly document all cases and develop case strategies a must.

Qualified candidates should possess a Bachelor's Degree and a minimum of 5 years experience with healthcare fraud investigations/claims at an expert level.

We offer an excellent salary and a fully employer paid comprehensive benefits package. Send resume, and cover letter with salary requirements to: Human Resources Dept. Fax- (646) 473- 6279 / e mail- nbfhr@1199nbf.org



INFORMATION

Job Title: I.S. Staff Auditor

Location: Mahwah, NJ

Degree Preferred: Bachelors

Majors Preferred: B.S./B.A. in IS and/or other business related field

Job Description: Advanced degree or professional certification (e.g., CISA or CIA) a plus. Proficiency with Microsoft Office products. IS Audit knowledge in a multi platform environment (midrange, mainframe, and client server). Audits will include security, general controls, pre and post implementation, and application reviews. Approximately 20% travel (domestic or international) may be required.

Minimum Requirements: Prior work experience in the I.S. Audit profession, with 1-2 years experience preferred. Strong skills in: written and verbal communications, planning, teambuilding, and analysis. Good understanding of audit objectives, concepts, and controls. Ability to design and execute effective testing to satisfy audit objectives.

Other Criteria:

There is no relocation available for this position. Available for Northern NJ area based candidates/employees only. UPS is an equal opportunity employer, M/F/D/V.

Interested applicants should e-mail their resumes to: ext2cib@ups.com.



CIA Review

New York Chapter is yet again offering a preparation course.

When?

October 12-15th 2004

Where?

MetLife Insurance Company
27-01 Queens Plaza North
Long Island City
New York, NY 11101
Trains N, W or #7 to Queensboro Plaza, LIC

- **CIA - Part II**
Tuesday, October 12, 2004, Room A-B, 2nd Floor Training center
7 hours (8:30 - 4:30)
- **CIA - Part I**
Wednesday, October 13, 2004, Queensboro Room, 2nd Floor Training center
7 hours (8:30 - 4:30)
- **CIA - Part IV**
Thursday, October 14, 2004, Room 7F-195, 7th Floor
7 hours (8:30 - 4:30)
- **CIA - Part III**
Friday, October 15, 2004, Room G, 2nd Floor Training center
7 hours (8:30 - 4:30)

The cost is \$75 per part. You will receive 7 CPE credits per part (28 for all 4 review sessions). Attendance is limited - Reservations are on a "**First Come Basis**". For Information & Registration, contact

[Margareta Rotman](#), 212 578-5198 or [Pat Murtha](#), 212 578-8859



Finding Balance as a
21st Century Auditor
InterContinental the Barclay Hotel • New York
October 18-20, 2004
InterContinental the Barclay Hotel • New York
October 18-20, 2004
New Challenges

NEW SOLUTIONS

CONFERENCE

Co-sponsored by the New York Chapter
InterContinental the Barclay Hotel • New York
October 18-20, 2004

Topics of Interest:

- Whistleblower Protection
- Corporate Governance
- The Impact of Sarbanes-Oxley
- Ethics and Integrity
- Fraud Prevention
- Outsourcing

Keynote Speaker:

Douglas R. Carmichael, Ph.D., CPA, CFE
Chief Auditor and Director of Professional Standards, PCAOB
247 Maitland Ave.
Altamonte Springs, FL 32701
www.theiia.org
NONPROFIT ORGANIZATION

The IIA's

NYC Chapter Members \$695 - Save \$200!
This conference will also feature a **FREE 2 hour**
Audit Director's Roundtable on the 20th
For Conference details and registration information,
visit "Training" at www.theiia.org or call +1-407-937-1111





IIA/NY Chapter 2004-2005
Seminars
at
Madison Square Garden

September 10, 2004

Joel Kramer -MIS Training Institute
A Comprehensive Guide to Auditing Core Business Functions

October 8, 2004

Rich Lanza – Toys R US
Automating Your Audit Department

November 12, 2004

Fred McLean
Developing a Fraud Detection, Assessment and Response Plan

December 10, 2004

Mike Stolarczyk
Building a Risk Assessment Toolbox

January 14, 2005

Xenia Parker
How We're Dealing with Sarbanes-Oxley Control Assessments

February 18, 2005

Nick Barone – Guarent Corp
Computer Forensics and Incident Response Management

March 18, 2005

Annual Audit Seminar

April 15, 2005

Joe Buckley – Ried Associates
Fraud Detection and Prevention

May 13, 2005

John Mckeever
Developing a Practical COSO Framework

For More Information Visit our Website at <http://www.nyjia.org/>

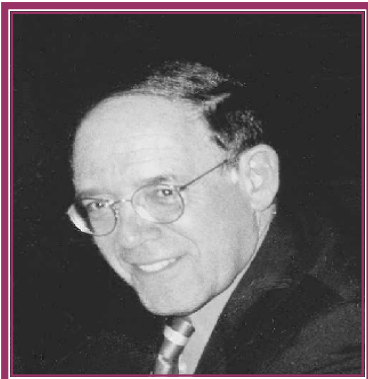
A Comprehensive Guide To Auditing Core Business Functions

Provided by: Joel Kramer, Managing Director, Internal Audit Division
MIS Training Institute

The world of internal audit has become so important to organizations. How we add value has so many more possibilities and responsibilities. To successfully audit core business functions in this high profile era your department needs to have strategically addressed issues such as: how is the department's contribution measured, how does the department go about updating its risk profile, what is the department doing to stay current on new risks such as anti fraud strategy, is the department perceived as go to by management, what is the departments testing philosophy, does the department have the audit committee's support, do we break rules, do we audit emerging risks such as governance etc. In this interactive session we will explore the changing core competencies of internal audit as we attempt to audit core business functions.

About the Speaker

Joel F. Kramer, CPA



Joel F. Kramer is Managing Director of the Internal Audit Division of MIS Training Institute. Mr. Kramer joined MIS in 1982, and introduced its highly acclaimed IA curriculum, including the popular *Fundamentals of Modern Auditing* and *Advanced Modern Auditing for In-Charge Auditors* seminars. In addition, his *Audit Managers Symposium* and *Superstrategies* Conference are presented to a loyal following of attendees in both the U.S. and Europe.

Previously, Mr. Kramer was Worldwide Director of Internal Audit for Instrumentation Laboratory, Inc., where he and his staff conducted operational and financial audits in the United States, Canada, Mexico and Europe. Prior to joining Instrumentation Laboratory, Mr. Kramer was Internal Audit Manager for the Gillette Company, and he spent five years with Coopers & Lybrand.

A recognized speaker at national and regional audit and information systems conferences, Mr. Kramer has also addressed many Institute of Internal Audit Chapters, and is a past member of the Board of Governors of the Greater Boston Chapter of the IIA. He has also conducted many on-site training programs for major organizations throughout North and South America and Europe.

A former Regis College faculty member, Mr. Kramer has written several articles on productivity and project management for *Internal Auditing Magazine* and has developed three highly successful videos, *Day One in Internal Auditing*, *Modern Audit Tools and Techniques*, and *Project Management*.