



LEVEL 3 AWARD IN FORENSIC ACCOUNTING

Qualification Number: 100/1022/1
Specification | Oct 2022 |

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UNIT SPECIFICATIONS

QUALIFICATION OBJECTIVES

The objective of the Level 3 Award in Forensic Accounting is to provide learners with underpinning knowledge that's meets continuous professional development expectation within the subject forensic accounting. It is designed to ensure that each learner is equipped with the foundational knowledge, ethical requirements, and skills to adapt rapidly to change in the world of forensic accounting.

Successful completion of the Level 3 Award in Forensic Accounting would attract continuous professional development points from local and international awarding bodies. You may also choose to progress onto further study or employment.

QUALITY, ENDORSMENT & RECOGNITIONS

The London Centre for Training & Development (LCTD) is accredited by Accreditation Service for International Schools, Colleges and Universities (ASIC), which is an independent body providing accreditation services for independent, further and higher education colleges.

LCTD is working on endorsement and recognition with UK and international Institutions that would acknowledge the ability of learners after studying Level 3 Award in Forensic Accounting. You would have the option to either request for Endorsed certificate or a CPD point.

ENDORSMENT & RECOGNITION INFORMATION

Qualification Title	Level 3 Award in Forensic Accounting
Qualification Number	100/1022/1
Endorsment & Recognition Date	TBC
Proposed Operational Start Date	01/01/2023
Duration	1.5 Months
Total Credit Value	12
Total Qualification Time (TQT)	120
Guided Learning Hours (GLH)	48 Hours
Sector Subject Area (SSA)	Accounting and finance
Overall Grading Type	Pass / Fail
Assessment Methods	Coursework
Language of Assessment	English

RELEVANCE & DELIVERY MODE

The Level 3 Forensic Accounting qualifications is relevant to professional accountants that requires foundational, practical knowledge, skills, capabilities and competences expected of a forensic accountant. Available as a blended learning qualification, interested candidate would have the option to enroll for LCTD Executive Masterclass in Forensic Accounting- with a UK six months' standard visitor visa option.

Guided Learning Hours (GLH) which are listed in each unit gives an indication the number of hours each tutor-supervised or direct study time likely to be required to teach that unit.

QUALIFICATION STRUCTURE

The Level 3 Award in Forensic Accounting consists of 4 mandatory units for a combined total of 12 credits, 120 hours of Total Qualification Time (TQT) and 48 Guided Learning Hours (GLH) for the completed qualification.

Unit Ref. No.	Unit Title	Credit	GLH	TQT
FA/01/1001	Forensics Accounting & Professional Ethics	3	30	12
FA/02/1002	Fraud & Financial Irregularities	3	30	12
FA/03/1003	Governance, Risk Management and Forensics Investigation	3	30	12
FA/04/1004	Law & Practice of Evidence	3	30	12

DEFINITIONS

Total Qualification Time (TQT) is the number of notional hours which represents an estimate of the total amount of time that could reasonably be expected to be required in order for a Learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of a qualification.

Total Qualification Time is comprised of the following two elements –

- a) the number of hours which an awarding organisation has assigned to a qualification for Guided Learning, and
- b) an estimate of the number of hours a Learner will reasonably be likely to spend in preparation, study or any other form of participation in education or training, including assessment, which takes place as directed by – but, unlike Guided Learning, not under the Immediate Guidance or Supervision of – a lecturer, supervisor, tutor or other appropriate provider of education or training.

(Ofqual 15/5775 September 2015)

Guided Learning Hours (GLH) is defined as the hours that a teacher, lecturer or other member of staff is available to provide immediate teaching support or supervision to a student working towards a qualification.

Credit value is defined as being the number of credits that may be awarded to a Learner for the successful achievement of the learning outcomes of a unit. One credit is equal to 10 hours of TQT.

ENTRY REQUIREMENTS

Level 3 qualifications can be offered to learners from age 18. LCTD does not specify entry requirements for these qualifications. LCTD ensures that learners admitted to the programme have sufficient capability at the right level to undertake the learning and assessment criteria.

This qualification is offered in English.

English requirements: If a learner is not from a majority English-speaking country must provide evidence of English language competency.

ASSESSMENT AND VERIFICATION

All units within this qualification are internally assessed by the London Centre For Training & Development. The qualifications are criterion referenced, based on the achievement of all the specified learning outcomes.

To achieve a 'pass' for a unit, learners must provide evidence to demonstrate that they have fulfilled all the learning outcomes and meet the standards specified by all assessment criteria. Judgement that the learners have successfully fulfilled the assessment criteria is made by the Tutors/Assessor.

Tutor/Assessor should provide an audit trail showing how the judgement of the learners' overall achievement has been arrived at.

Specific assessment guidance and relevant marking criteria for each unit are made available in the Assignment Brief document. These are made available to Tutor/Assessor before commencement of teaching.

RECOGNITION OF PRIOR LEARNING AND ACHIEVEMENT

Recognition of Prior Learning (RPL) is a method of assessment that considers whether learners can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they already possess and do not need to develop through a course of learning.

RPL policies and procedures have been developed over time, which has led to the use of a number of terms to describe the process. Among the most common are:

- Accreditation of Prior Learning (APL)
- Accreditation of Prior Experiential Learning (APEL)
- Accreditation of Prior Achievement (APA)
- Accreditation of Prior Learning and Achievement (APLA)

Tutor/Assessor must evaluate all evidence with reference to the stipulated learning outcomes and assessment criteria against the respective unit(s). Tutor/Assessor must be satisfied that the evidence produced by the learner meets the assessment standard established by the learning outcome and its related assessment criteria at that particular level.

Most often RPL will be used for units. It is not acceptable to claim for an entire qualification through RPL. Where evidence is assessed to be only sufficient to cover one or more learning outcomes, or to partly meet the need of a learning outcome, then additional assessment methods should be used to generate sufficient evidence to be able to award the learning outcome(s) for the whole unit. This may include a combination of units where applicable.

CONTACT DETAILS

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UNIT SPECIFICATIONS

FORENSIC ACCOUNTING & PROFESSIONAL ETHICS

Unit Reference Number	FA/01/1001
Unit Title	Forensics Accounting & Professional Ethics
Unit Level	3
Number of Credits	3
Total Qualification Time	30 hours
Mandatory / Optional	Mandatory
SSAs	Accounting and finance
Unit Grading Structure	Pass

Unit Aims

The aim of this unit is to give learners a basic understanding of forensic accounting and Professional Ethics. The unit covers what is needed to understand the world of forensic accounting. It also, highlights the role of fraud in forensic accounting by identifying common type of fraud and theories relating to why fraud is committed. Finally, the unit explores the role of professional responsibility and conduct for forensic accountants. The unit covers what is required of Professionals in terms of moral values and ethical behavior.

Learning Outcomes and Assessment Criteria

Learning Outcomes-The learner will:	Assessment Criteria-The learner can:
1. Understand the world of forensic accounting.	1.1 Explain what forensic accounting is. 1.2 Compare and contrast the role of the forensic accountant with the roles of transactional accountants and auditors. 1.3 Identify common types of forensic accounting engagements 1.4 Elaborate on the different types of Knowledge, skills and abilities required for forensic accounting.
2. Be able to understand the role of fraud in forensic accounting.	2.1 Describe what fraud is. 2.2 Identify common types of fraud. 2.3 Understand reasons why people commit fraud 2.4 Explain various fraud theories 2.5 Identify the characteristic of a typical fraudster
3. Understand major forensic accounting certification and career path.	3.1 Recognize major providers of forensic accounting certification and continuing education 3.2 Identify potential careers in forensic accounting
4. Understand the need for professional ethics.	4.1 Explain the meaning of Professional Ethics. 4.2 Discuss how Professional Ethics affect the performance of corporate organizations.

	4.3 Define professional responsibility. 4.4 Understand the AICPA / ACFE Code of Professional Conduct, including its principles and rules.
5. Be able to explain various moral values and ethical behavior.	5.1 Describe the Principles of ethical behavior such as integrity, independence, objectivity, etc. 5.2 Explain the concept of Professional skepticism.
6. Understand the theories of ethical behavior.	6.1 Discuss various theories of ethical behavior.

Indicative Contents

Learning Outcome –The learner will:		Indicative Content
1	Understand the world of forensic accounting.	<p>Definition including:</p> <ul style="list-style-type: none"> • term ‘forensic’ • forensic accounting • ACFPA, ACFE, etc definition • Working definition <p>Historical development of forensic accounting</p> <p>Forensic Accountants vs. Transactional Accountants and Auditors</p> <ul style="list-style-type: none"> • Transactional or traditional accountant • Internal auditor • External auditor • Comparative analysis <p>Forensic Accounting Services</p> <ul style="list-style-type: none"> • Investigative Services <ul style="list-style-type: none"> • fraud detection, • fraud examination, and • fraud deterrence • other Investigations • Litigation Services <ul style="list-style-type: none"> • expert witness (testifying) services and • consulting (non testifying) services. <p><i>testifying and non-testifying services on Business valuation, shareholder dispute, financial crime, economic damages, estate valuations, bankruptcy, computer forensic, other)</i></p> <p>Forensic Accounting Skills</p> <ul style="list-style-type: none"> • core skills • Core Forensic Accounting skills • Specialized Forensic skills • Experience

<p>2</p>	<p>Be able to understand the role of fraud in forensic accounting.</p>	<p>Fraud Definition</p> <ul style="list-style-type: none"> • Definition: what is fraud? • Fraud in Historical Perspective <p>Type of Fraud</p> <ul style="list-style-type: none"> • ACFE fraud Tree • Financial statement Schemes • Corruption Schemes • Asset Misappropriation Schemes <p>Reasons for Fraud</p> <ul style="list-style-type: none"> • who commits Fraud? • Why do people commit fraud <p>Fraud Theories/Models</p> <ul style="list-style-type: none"> • Fraud Triangle • Fraud Diamond • Fraud Pentagon • Fraud Hexagon <p>Character/Trait of Fraudsters</p> <ul style="list-style-type: none"> • Profile of fraudster • Traits of fraudster from Reviewed theories
<p>3</p>	<p>Understand major forensic accounting certification and career path</p>	<p>Forensic Accounting Certification</p> <ul style="list-style-type: none"> • American Institute of Certified Public Accountants (AICPA) <ul style="list-style-type: none"> ○ Accredited in Business Valuation (ABV) ○ Certified in Financial Forensics (CFF) • Association of Certified Fraud Examiners (ACFE) <ul style="list-style-type: none"> ○ Certified Fraud Examiner (CFE) • National Association of Certified Valuators and Analysts (NACVA) <ul style="list-style-type: none"> ○ Certified Valuation Analyst (CVA) ○ Certified Forensic Financial Analyst (CFFA) • Institute of Chartered Accountants of Nigeria (ICAN) <ul style="list-style-type: none"> ○ Certified in Forensic Accountant (CFA) <p>Various Career Path in Forensic Accounting</p>
<p>4.</p>	<p>Understand the need for professional ethics.</p>	<p>Definition of Professional Ethics. Importance of Professional Ethics</p> <ul style="list-style-type: none"> - Accountability - Transparency - Financial prudence <p>Professional responsibility</p> <p>Professional Conduct</p> <ul style="list-style-type: none"> • AICPA Professional Conduct, including its principles and rules • ACFE’s Code of Professional Standards

5	Be able to explain various moral values and ethical behavior.	Principles of Professional Ethics - integrity - objectivity - independence - professionalism Professional skepticism
6	Understand the theories of professional ethics	Loose thread theory

Assessment

To achieve a 'pass' for this unit, learners must provide evidence to demonstrate that they have fulfilled all the learning outcomes and meet the standards specified by all assessment criteria.

Learning Outcomes to be met	Assessment criteria to be covered	Type of assessment	Summary of quantity/quality
LO1, LO2, LO3, LO4, LO5, LO6	All ACs	Coursework	750 words

Indicative Reading list

RECOMMENDED TEXTBOOK FOR THE MODULE:

Michael A. Crain, William S. Hopwood, Carl Pacini, and George R. Young (2015) *Essentials of Forensic Accounting, First Edition*, American Institute of Certified Public Accountants, Inc. John Wiley & Sons, Inc.

Singleton, T. W and Singleton, A. J. (2006), *Fraud Auditing and Forensic Accounting Fourth Edition*. John Wiley and Sons, Inc. New Jersey.

OPTIONAL MATERIALS

ADDITIONAL READING MATERIALS:

Davis, C., Farrell, R. & Ogilby, S. (2010). Characteristics AND SKILLS OF THE FORENSIC ACCOUNTANT. Available from <http://www.aicpa.org/InterestAreas/ForensicAndValuation/Resources/PractAidsGuidance/DownloadableDocuments/ForensicAccountingResearchWhitePaper.pdf>

Skalak. S.L., Alas M.A and Sellitto, G. (2011) *Fraud: An Introduction* in Golden, T.W., Skalak. S.L., and Clayton, M.M (2011) *A Guide to Forensic Accounting Investigation* 2nd Edition. John Wiley and Sons, Inc. New Jersey.

Taylor John (2011), "Forensic Accounting" .UK, Prentice Hall.

RESEARCH JOURNALS:

Crumbley, D.L (2001) "Forensic Accounting: Older Than You Think". *Journal of Forensic Accounting* 1524-5586/Vol. II (2001), pp. 181-202

David T. Wolfe and Dana R. Hermanson, “The Fraud Diamond: Considering the Four Elements of Fraud,” *The CPA Journal* 74, December 2004

Ikechi, K.S. & Anthony, .N. (2020). Fraud Theories and White Collar Crimes: Lessons for the Nigerian Banking Industry. *International Journal of Management Science and Business Administration*, 6(6), 25-40. Available <https://researchleap.com/wp-content/uploads/2020/10/03.-Fraud-Theories-and-White-Collar-Crimes.pdf>

Susan Crews, March 25, 2015, The Fraud Triangle Theory. <https://www.brumellgroup.com/news/the-fraudtriangle-theory/>

PRONOUNCEMENTS etc.:

CFE Code of Professional Standards

<https://www.acfe.com/about-the-acfe/-/media/E805D87A1E144558BF27A7F4B0B8317B.ashx>

ACFE Code of Professional Ethics

<https://www.acfe.com/about-the-acfe/-/media/5AE84FCB079F48B6AA3F5E213F3DF100.ashx>

Code of Professional Conduct and Bylaws – AICPA (American Institute of Certified Public Accountants)

<https://www.aicpa.org/research/standards/codeofconduct/downloadabledocuments/2013june1codeofprofessionalconduct.pdf>

National Association of Certified Valuators and Analysts (NACVA) professional standards

http://web.nacva.com/TL-Website/PDF/NACVA_Professional_Standards_Incl_Review_Stnds_Effective_8-1-15_Final.pdf

FRAUD & FINANCIAL IRREGULARITIES

Unit Reference Number	FA/02/1002
Unit Title	Fraud & Financial Irregularities
Unit Level	3
Number of Credits	3
Total Qualification Time	30 hours
Mandatory / Optional	Mandatory
SSAs	Accounting and Finance
Unit Grading Structure	Pass

Unit Aims

In this unit learners will be exposed to the various definitions associated with fraud and financial irregularities. They will equally understand the origin of fraud and type of fraud schemes as well as how to prevent them. The unit will equally expose learners to fraud risk management and various types of irregularities.

Learning Outcomes and Assessment Criteria

Learning Outcomes-The learner will:	Assessment Criteria-The learner can:
1. Understand the various definition of terms in connection with fraud and financial irregularities	1.1 Definition of forensic Accounting and Forensic Accountant 1.2 Forensic Investigation and forensic auditing 1.3 Fraud and Fraud examination 1.4 Fraud and Corruption 1.5 Concept of irregularities
2. Be able to understand origin of fraud, types and fraud triangle theory	2.1 Origin of fraud and fraud theory 2.2 Types of fraud schemes 2.3 Advance fee fraud 419 2.4 Profile of a fraudster 2.5 Factors enhancing fraud in organisation
3. Be able to explain the role of forensic accountant as well as their profile including words and phrases to use as expert witness in the court while giving evidence	3.1 Services rendered by a Forensic Accountant 3.2 Differences between Forensic Accountant and Financial Statement Auditor. 3.3 Reasons for the growth of demand for forensic accounting in recent times 3.4 Red flag for Forensic Accountant. 3.5 Words and phrases to be used as an expert witness in the court room procedures
4. Be able to understand fraud risk management with a view to playing proactive and retroactive fraud risk management	4.1 Definition of fraud risk management 4.2 Proactive and retroactive fraud risk management 4.3 Fraud prevention 4.4 Fraud Detection 4.5 Fraud Response

	4.6 Fraud risk management initiative
5. Be able to comprehend what is financial irregularities	5.1 Concept of Financial Irregularities 5.2 Fraud and Irregularities 5.3 Revenue and receivables 5.4 other schemes of irregularities and misappropriations 5.5 Case Study of irregularities

Indicative Content

Learning Outcomes-The learner will:	Assessment Criteria-The learner can:
1. Understand the various definition of terms in connection with fraud and financial irregularities	<ul style="list-style-type: none"> • Forensic Accountancy and Forensic Accountant • Forensic Investigation and forensic auditing • Fraud and Fraud examination • Fraud and corruption • Concept of irregularities
2. Be able to understand origin of fraud, Fraud Theories, Fraud theory, Profile of a fraudsters and factors enhancing fraud in an organisation.	<ul style="list-style-type: none"> • Black law definition of fraud • Origin of fraud <ul style="list-style-type: none"> ▪ Genesis 6:5 ▪ Matthew 15:17 ▪ Ecclesiastes 7:29 ▪ Jeremiah 17:9 ▪ Quran 2:9 ▪ Quran35:45 ▪ ATR (ifa) ▪ German Philosopher 1724-1804 ▪ Ronald Regan Signature phrase <p>Conditions antecedent to fraud</p> <ul style="list-style-type: none"> ❖ Fraud Triangle Theory ❖ Opportunity ❖ Pressure ❖ Rationalization ❖ Differential Association Theory <p>Profile of a fraudster</p> <ul style="list-style-type: none"> ❖ Disgruntled employee ❖ Stressed out employee etc <p>Factors enhancing fraud in an organisation</p> <ul style="list-style-type: none"> ❖ Weak internal Control ❖ Unquestioned authority in the hand of one or two senior executives.

<p>3. Be able to understand the various fraud schemes, fraud lying and body language indicators.</p>	<p>Fraud Schemes</p> <ul style="list-style-type: none"> ❖ Management Fraud ❖ Money Laundering ❖ Intellectual theft etc <p>Fraud lying and body language indicators</p> <ul style="list-style-type: none"> ❖ Excessive Sweating ❖ Lips smacking ❖ Improper position etc ❖ Case study on fraud
<p>4. Be able to understand the services performed by forensic accountant as well as the differences between financial statement auditor and forensic accountant. Also student will also know reasons for forensic Accountant in recent times.</p>	<p>Services performed by forensic accountants</p> <ul style="list-style-type: none"> ❖ Acting as an expert witness in the court. ❖ Investigating financial statement fraud on behalf of shareholders etc. <p>Financial statement auditor and forensic accountant.</p> <ul style="list-style-type: none"> ➤ Skills used. ➤ Test Conducted ➤ Issuing of report <p>Growth in the demand for forensic Accountants.</p> <ul style="list-style-type: none"> ➤ Litigious Environment ➤ Increase in fraud and corruption
<p>5. Be exposed to the various words and phrases to be used in the court as an expert witness and red flags to guide them in their investigation.</p>	<p>Words/phrases to be use in giving evidence in the court.</p> <ul style="list-style-type: none"> ❖ Professional duty ❖ Work under my control ❖ Integrity of the sample <p>Red flag for Accountants</p> <ul style="list-style-type: none"> ❖ Large sum of cash not consistent with client's business ❖ Unwillingness to provide complete information.
<p>6. Be able to understand fraud risk management with a view to prevent and detect fraud</p>	<p>Definition of fraud risk management</p> <ul style="list-style-type: none"> ❖ Proactive and retroactive fraud risk management ❖ Element of effective fraud risk management <ul style="list-style-type: none"> ➤ Prevention ➤ Detection ➤ Response <p>Best principles of fraud risk management</p> <ul style="list-style-type: none"> • Consider fraud risk management as an integral part of corporate risk strategy • Developing an integrated strategy for fraud prevention. <p>Risk Assessment</p> <ul style="list-style-type: none"> • Definition • Phrases

7. Be able to understand financial irregularities and how to detect and prevent them.	Financial Irregularities. <ul style="list-style-type: none"> • Definition • Revenue and receivables irregularities • Other schemes and misappropriation • Detection and prevention • Case Study on financial Irregularities.
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Assessment

To achieve a 'pass' for this unit, learners must provide evidence to demonstrate that they have fulfilled all the learning outcomes and meet the standards specified by all assessment criteria.

Learning Outcomes to be met	Assessment criteria to be covered	Type of assessment	Summary of quantity/quality
LO1, LO2, LO3	All ACs	Coursework	750 words

REFERENCE

American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB). ASCLD/LAB Manual. American Society of Crime Laboratory Directors/Laboratory Accreditation Board, Garner, North Carolina, 1994, pp.29-30.

Commerce Net Research Council. 2000 Industry Statistics. Available at <http://www.commerce.net/research/stats/wwwstats.html>

Fischer, L. M. I.B.M. plans to announce leap in disk-drive capacity, New York Times (December 30, 1997).p.C-2.

Noblett. M. G. Report of the Federal Bureau of Investigation on development of forensic tools and examinations for data recovery from computer evidence. In: Proceedings of the 11th INTERPOL Forensic Science Symposium, Lyon, France. The Forensic Sciences Foundation Press, Boulder, Colorado, 1995.

Pollitt, M. The Federal Bureau of Investigation report on computer evidence and forensics. In: Proceedings of the 12th INTERPOL Forensic Science Symposium, Lyon, France. The Forensic Sciences Foundation Press, Boulder, Colorado, 1998.

Pollitt. M. Computer Evidence Examinations at the FBI. Unpublished presentation at the 2nd International Law Enforcement Conference on Computer Evidence, Baltimore, Maryland, April 10, 1995.

Crumbley D. Larry, Lester E, Heitger G Stevenson Smith (2005): Forensic and investigative accounting.

The Canadian Institute of chartered Accountants (CICA) (2006): Standard practices for investigative and forensic accounting engagement.

GOVERNANCE, RISK MANAGEMENT & FORENSIC INVESTIGATION

Unit Reference Number	FA/03/1003
Unit Title	Governance, Risk Management and Forensics Investigation
Unit Level	3
Number of Credits	3
Total Qualification Time	30 hours
Mandatory / Optional	Mandatory
SSAs	Accounting and Finance
Unit Grading Structure	Pass

Unit Aims

This unit aims to provide learners with an understanding of corporate governance, risk management and forensic investigation. The unit intends to provide insight into how good governance and sound risk management can prevent fraud and corporate failure. The learner will develop corporate governance, risk management and forensic investigative knowledge.

Learning Outcomes and Assessment Criteria

Learning Outcomes- The learner will:	Assessment Criteria-The learner can:
1. Understand the general principles of corporate governance.	1.1 Define corporate governance and related key concepts. 1.2 Outline the legal and regulatory framework of corporate governance. 1.3 Presents key features of the UK and Nigeria corporate governance code.
2. Be able to demonstrate knowledge of corporate governance in practice.	2.1 Explain the role of the board of directors in strengthening corporate governance arrangements. 2.2 Discuss boardroom practices and other key governance. 2.3 Explain corporate fraud.
3. Be able to demonstrate knowledge of risk management and internal control system.	3.1 Explain the relationship between risk management and corporate governance. 3.2 Discuss the internal control system.
4. Understand the general principles of forensic investigation.	4.1 Explain the forensic investigative process. 4.2 Prepare a forensic investigation plan.

5. Be able to demonstrate knowledge of emerging issues in forensic investigation.	5.1 Provide an insight into the future of governance, risk management and forensic investigation.
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Indicative Contents

Learning Outcome –The learner will:		Indicative Content
1	Understand the general principles of corporate governance.	<ul style="list-style-type: none"> ❖ Definition and Issues in Corporate Governance <ul style="list-style-type: none"> • Defining corporate governance • Consequences of poor corporate governance • Stakeholders • Theoretical frameworks • Approaches to corporate governance • Principles of good corporate governance • Ethics and corporate governance • Corporate code of ethics • Key issues in corporate governance • A brief history of corporate governance ❖ Legal and regulatory aspects of governance <ul style="list-style-type: none"> • Governance and the law. • The UK Listing Regime and corporate governance. • The US and the Sarbanes-Oxley Act 2002 (SOX). • Compulsory regulation and voluntary best practice.
2	Be able to demonstrate knowledge of corporate governance in practice.	<ul style="list-style-type: none"> ❖ The Board of Directors <ul style="list-style-type: none"> • Governance and the board of directors • Matters reserved for the board • Size and composition of the board • The powers of directors • The duties of directors to their company • The statutory general duties of directors: CA2006 • The roles of chairman and CEO • Executive directors • Non-executive directors (NEDs) • Senior independent director (SID) • Board committees and NEDs • Effectiveness of NEDs • Unitary and two-tier boards ❖ Governance and boardroom practice <ul style="list-style-type: none"> • Good boardroom practice and board behaviors • Appointments to the board: nomination

		<p>committee</p> <ul style="list-style-type: none"> • Appointments to the board: diversity • Accepting an offer of appointment as a NED • Succession planning • Re-election of directors: refreshing the board membership • Induction and training of directors • Performance evaluation of the board • Boardroom ethics • Liability of directors • Corporate governance and unlisted companies.
3	Be able to demonstrate knowledge of risk management and internal control system.	<ul style="list-style-type: none"> ❖ Risk management and corporate governance <ul style="list-style-type: none"> • Risk management and governance. • The nature of risk • Business risk: strategic risk and operating risks. • Risk committees and risk managers • The UK Corporate Governance Code on risk management. • FRC Guidance on risk management. • Elements in an effective risk management system. • Senior executive remuneration: bonuses and risk adjustment. ❖ Internal Control Systems <ul style="list-style-type: none"> • Internal control systems. • Elements of an internal control system. • The UK corporate governance framework for internal control. • FRC Guidance on internal control 233 4 Internal audit • The need for an internal audit function. • Disaster recovery plans. • Whistleblowing procedures. • The Bribery Act and its implications for internal control.
4	Be able to demonstrate knowledge of emerging issues in forensic investigation.	<ul style="list-style-type: none"> ❖ Emerging Issues in corporate governance. ❖ Emerging issues in Risk Management. ❖ Emerging Issues in Forensic Accounting and Investigation.

Assessment

To achieve a 'pass' for this unit, learners must provide evidence to demonstrate that they have fulfilled all the learning outcomes and meet the standards specified by all assessment criteria.

Learning Outcomes to be met	Assessment criteria to be covered	Type of assessment	Summary of quantity/quality
LO1, LO2, LO3. LO4	All ACs	Coursework	750 words

Indicative Reading list

RECOMMENDED TEXTBOOK FOR THE MODULE:

- Coyle, B. and Hill, T. (2017) *Corporate Governance*. ICSA Publishing Limited 6th Ed.
- Howard, S. Stephen, P. Michael, S. and Frank, R. *Forensic Accounting and Fraud Investigation*. CPE Edition

ACCOMPANIED BY:

- Chambers, A.D. (2012) *Chambers Corporate Governance Handbook*, 5th ed., Bloomsbury, ISBN 978 1 84766 878 3, 912 pps, April

Optional Materials

Additional Reading Materials:

- Adelopo, Ismail (still to appear) *Auditor Independence: Auditing, Corporate Governance and Market Confidence*, Gower, ISBN 978 1 4094 3470 2, Hardback.
- Bruce, Martha (2011) *Rights and Duties of Directors*. 13th ed., Bloomsbury, ISBN 978 1 84766 699 4, 650 pages.
- Coffee, John C. (2006) *Gatekeepers: The Professions and Corporate Governance*, Oxford University Press, ISBN 0-19-928809-7, Paperback, 389 pages.
- Collins, Denis (2011) *Business Ethics: An Organizational Systems Approach to Designing Ethical Organizations*, Wiley, 1st ed., ISBN: 978-0-470-63994-8, Paperback, 544 pps.
- Loughrey, Joan (2011), *Corporate Lawyers and Corporate Governance*, Cambridge University Press, ISBN 978 0 521 76255 7, Hardback, 350 pps.
- Monks, Robert A.G. and Minow, Neil (July 2011) *Corporate Governance*, 5th ed, Wiley, ISBN: 978-0-470-97259-5, Paperback, 520 pps, July.

- Solomon, Jill (2010) *Corporate Governance and Accountability*, London, 3rd ed., Wiley, ISBN 978-0-470-69509-8, Paperback, 440 pps.
- Tricker, Bob (2012) *Corporate Governance – Principles, Policies and Practices*, 2nd ed., Oxford University Press, ISBN 978-0-19-960796-9, Paperback, 546 pps.
- Zinkin, John (2010) *Challenges In Implementing Corporate Governance: Whose Business Is It Anyway?*, Singapore, Wiley, ISBN 978 0 470 82495 5, 240 pages.

RESEARCH JOURNALS:

- *Corporate Governance – An International Review* (ed. William Judge), [Wiley/Blackwell, ISSN: 0964 8410]
- *Corporate Governance – The International Journal of Business in Society*, [Emerald, ISSN: 1472-0701]
- *Business Ethics – A European Review*, (ed. Prof. Christopher Cowton), [Wiley/Blackwell, ISSN 0962 8770).
- *International Journal of Disclosure and Governance*, ed. Professor Michael Alles, Rutgers Business School [Palgrave Macmillan, visit <http://www.palgrave-journals.com/>]
- *International Journal of Governance* (IJG), ISSN 2224-5359, www.ijgovernance.com

PRONOUNCEMENTS etc.:

- ICSA’s suggested terms of reference for board audit, risk, nomination and remuneration committees (publ. 21Oct10): [http://www.icsa.org.uk/resources/guidance?c=1#text\[Terms_of_reference\]tag\[\]cat\[\]page\[1\]](http://www.icsa.org.uk/resources/guidance?c=1#text[Terms_of_reference]tag[]cat[]page[1])).
- ICSA (March 2011). Guidance on Improving Board Effectiveness, developed by ICSA for FRC, replaces the Higgs Guidance of 2003: <http://www.frc.org.uk/searchresults.cfm?GOTO=%2Findex.cfm&GOTOSUB=&gSearch=Improving+Board+Effectiveness&SITE=all&Search=Search>
- The King Report and Code of Governance in South Africa (2009 – “King III”, Institute of Directors, South Africa) <http://african.ipapercms.dk/IOD/KINGIII/kingiiiireport/>
- OECD (2004) Corporate Governance Principles (Organization for Economic Cooperation and Development, Paris, France – this is the latest version) <http://www.oecd.org/dataoecd/32/18/31557724.pdf>

- OECD (2008), *Using the OECD principles of corporate governance: a boardroom guide*, (Organization for Economic Cooperation and Development , Paris, France) <http://www.oecd.org/dataoecd/20/60/40823806.pdf> .
- Turner Review (March 2009), Financial Services Authority, ‘The Turner Review – A regulatory response to the global banking crisis’, London, England http://www.fsa.gov.uk/pubs/other/turner_review.pdf
- Tyson on ‘widening the director recruitment gene pool’ (2003) http://www.google.co.uk/#hl=en&source=hp&q=the+tyson+report&aq=0&aqi=g1&aql=&oq=The+Tyson+report&gs_rfai=&fp=288e28b999eb4086
- UK Corporate Governance Code (2018) <https://www.frc.org.uk/getattachment/88bd8c45-50ea-4841-95b0-d2f4f48069a2/2018-UK-Corporate-Governance-Code-FINAL.PDF>
- K Stewardship Code, (2014) <http://www.frc.org.uk/images/uploaded/documents/UK%20Stewardship%20Code%20July%2020103.pdf>
- The Walker Review on Financial Sector Corporate Governance (November 2009) http://www.hm-treasury.gov.uk/d/walker_review_261109.pdf

LAW AND PRACTICE OF EVIDENCE

Unit Reference Number	FA/04/1004
Unit Title	Law & Practice of Evidence.
Unit Level	3
Number of Credits	3
Total Qualification Time	30 hours
Mandatory / Optional	Mandatory
SSAs	Accounting and Finance
Unit Grading Structure	Pass

Unit Aims

This unit aims to provide learners with an understanding of substantive and procedural laws, especially the Law of Evidence which forms the bedrock of justice. The unit intends to provide insight into how the Law and Practice of Evidence are meant to introduce, or rather give sensitization on, the relevance of procedural (adjective) law in the administration of justice. Learners will develop foundation knowledge of how the basic principles applicable in obtaining Evidence as a Forensic Accountant works.

Learning Outcomes and Assessment Criteria

Learning Outcomes- The learner will:	Assessment Criteria-The learner can:
1. Understand the legal meaning of Evidence and recognize the relevance of Evidence in the dispensation of justice.	1.1 Explain the legal meaning of Evidence. Define corporate governance and related key concepts. 1.2 Discuss the recognize the relevance of Evidence in the dispensation of justice. Outline the legal and regulatory.
2. Be able to Identify and list the different types of Evidence that the court may admit.	2.1 Identify the different types of Evidence that the court may admit. 2.2 List the different types of Evidence that the court may admit.
3. Be able to highlight the means of proof, explain the concept, principle of relevancy and Admissibility of Evidence.	3.1 Highlight the means of proof. Explain the relationship between risk management and corporate governance. 3.2 Explain the concept of relevancy and Admissibility of Evidence. 3.3 Highlight the principles of relevancy and Admissibility of Evidence.
4. Be able to explain when the different types of Evidence are admissible; and identify the relevance of	4.1 Explain when the different types of Evidence are admissible. 4.2 Identify the relevance of burden of proof, the standard of proof, witnesses and corroboration of Evidence;

the burden of proof, the standard of proof, witnesses and corroboration of Evidence.	4.3 Identify facts which need not be proved.
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Indicative Contents

Indicative Content
<ol style="list-style-type: none"> 1 Introduction 2 Definition of Law, forensic Law and classification of Law of Evidence 3 Evidence and Nature of Evidence 4 Sources of Nigerian Law of Evidence 5 Court and Proceedings in which Evidence is applicable 6 Types of Evidence 7 Means of proof 8 Relevancy and Admissibility 9 Exceptions to the general principle of Admissibility 10 Exceptions to the Rule, what is irrelevant is inadmissible 11 Documentary Evidence 12 Electronically-generated Evidence Law & Practice of Evidence. 13 Corroboration 14 Witnesses 15 Burden of proof and standard of proof 16 Facts of which proof is not allowed 17 Admissibility of illegally or improperly obtained Evidence 18 Conclusion.

Assessment

To achieve a ‘pass’ for this unit, learners must provide Evidence to demonstrate that they have fulfilled all the learning outcomes and meet the standards specified by all assessment criteria.

Learning Outcomes to be met	Assessment criteria to be covered	Type of assessment	Summary of quantity/quality
LO1, LO2, LO3. LO4	All ACs	Coursework	750 words

Indicative Reading list

- Accompany Lecture Notes & Lecturer Slides.

IMPORTANT NOTE

Whilst we make every effort to keep the information contained in programme specification up to date, some changes to procedures, regulations, fees matter, timetables, etc may occur during the course of your studies. You should, therefore, recognise that this document serves only as a useful guide to your learning experience. For updated information please visit our website www.lctd.co.uk.

You can also contact us directly via:

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