



INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS OF RWANDA

*Driving Sustainable Performance*

**2014**

**CPD CALENDAR**

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## INTRODUCTION TO THE iCPAR CONTINUOUS PROFESSIONAL DEVELOPMENT

The Institute of Certified Public Accountants of Rwanda (iCPAR) offers top-class training that will enlighten you on today's critical issues and best practices. Mandated by law number 11/2008 to regulate the Accountancy Profession in Rwanda, iCPAR is the only body that is dedicated to the development of the Accountancy Profession in Rwanda and is at the forefront of this endeavor. As a member body of the International Federation of Accountants (IFAC) and the market leader in Accountancy Professional Development in Rwanda, we are committed to identifying latest trends and developments to ensure we incorporate leading-edge thinking and best practices in all our CPD training programs. iCPAR By-Laws provide that all Accountants commit to and comply with the CPD requirements.

To ensure iCPAR members fulfill their professional responsibilities in Accounting, Auditing Risk, Control & Governance iCPAR has developed a range of comprehensive seminars and Workshop which cater for professional accountants at various levels. Our expanding CPD programs will shed light on topics that boost career growth and keep clients in touch with latest developments.

### What is CPD?

Continuing Professional Development (CPD) is the systematic maintenance, improvement and broadening of knowledge and skills, and the development of personal qualities necessary for the execution of professional duties throughout your working life.

## CPD REQUIRES:

- Personal commitment to keeping your professional knowledge up-to-date and improving your capabilities and competencies - helping you to be an even better professional.
- Focus on what you learn and how you develop throughout your professional career.
- Formal learning – courses, qualifications.
- Professional learning – conferences, seminars, coaching, mentoring, networking, taking part in working groups.
- Informal learning – reading, keeping up to date

### 2.3 Benefits of attending iCPAR CPD Programs

#### *CPD enables a Professional Accountant to:*

- Update knowledge and skills in existing and new areas of practice.
- Keep Professional Qualifications up-to-date.
- Raise your profile through Certification and Networking, making yourself more marketable to future employers.
- Gain recognition for informal CPD that has already been undertaken.
- Increase competence in a wider context benefiting both Personal and Professional roles.
- Demonstrate commitment to the profession.
- Gain greater job satisfaction.
- Obtain new and improved skills - making challenging tasks easier.
- Increase skills, knowledge and confidence in your professional abilities
- Employers will be more likely to recognize your talents.
- Enhance a CV and show what you can do, so when you are next looking for a promotion, salary increase or new job you will be able to show the supporting activities and knowledge to justify job advancement or a rise.
- Comply with the requirement of the International Federation of Accountants (IFAC)
- Enhance your creativity engines

## IN-HOUSE TRAINING

The Institute of Certified Public Accountants of Rwanda (iCPAR) as part of its role in promoting best financial management and reporting practices offers various in-house trainings to interested organization. We offer trainings in financial management, Tax, IFRSs, Risk Management, Audit and corporate governance amongst others. Please contact us early to book for your organization's in-house training. Some of the organizations that have benefitted from our in-house trainings are:

Organization	Training
Ministry of Finance & Economic Planning (MINECOFIN), Management Staff	Training on Financial Analysis
Government Portfolio Management Unit, GBE Management Staff	Financial & Risk Management Training
Commercial Bank of Rwanda (I & M); Non Finance Managers	Finance for Non-Finance Managers Training
Government Portfolio Management Unit, GBE Director Generals & Board of Directors	Strategic Management & Financial Training
Office of the Chief Government Internal Auditor, Government Internal Auditors and Staff	A Practical Approach to Implementing IPPF Training
Development Bank of Rwanda (BRD), Board of Directors and Senior Staff	Strategy & Governance Training (Board Orientation)



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## CPD CALENDAR

How to fill in  
Tax Return

### January Mutarama

Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

#### ● CPD Dates

**DATE:**  
29th January 2014

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**EVENT:**  
The 3rd Annual Tax  
Compliance & Planning  
Forum

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**HOURS**  
7 Hours

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**VENUE**  
Lemigo Hotel



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## CPD CALENDAR



## February Gashyantare

Mo	Tu	We	Th	Fr	Sa	Su
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17	18	19	20	21	22	23
24	25	26	27	28		

### ● CPD Dates

**DATE:**  
26th February 2014

**EVENT:**  
Employee Benefits &  
Revenue Accounting  
Workshop

**HOURS**  
7 Hours

**VENUE**  
Milles Collines Hotel



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## CPD CALENDAR



### March Werurwe

Mo	Tu	We	Th	Fr	Sa	Su
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

#### ● CPD Dates

##### DATE:

26th March 2014

##### EVENT:

Workshop on Financial Reporting for Not For Profit Organizations

##### HOURS

7 Hours

##### VENUE

Sports View Hotel





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### April Mata

Mo	Tu	We	Th	Fr	Sa	Su
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

#### ● CPD Dates

**DATE:**  
30th April 2014

**EVENT:**  
IFRS Workshop on Presentation of Financial Statements and Standards Effective 2014/15

**HOURS**  
7 Hours

**VENUE**  
Lemigo Hotel



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15 Sep	16 Sep	17 Sep/20770	18 Sep/19920	19 Sep/14070	20 Sep
Computer 15,000 Internet 600				Recreation 5,000	
22 Sep/6520	23 Sep/5670	24 Sep/4820	25 Sep/3970	26 Sep/3120	27 Sep
					Salary
29 Sep/50570	30 Sep/49720	01 Oct/48870	02 Oct/48020	03 Oct/47170	04 Oct

2. Analysing balance change

May Gicurasi

Mo	Tu	We	Th	Fr	Sa	Su
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
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### ● CPD Dates

**DATE:** 21st – 22nd May 2014  
**EVENT:** Enterprise Risk Management Seminar  
**HOURS:** 14 Hours  
**VENUE:** Gorillas Golf

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**DATE:** 28th May 2014  
**EVENT:** IPSAS Workshop  
**HOURS:** 7 Hours  
**VENUE:** Lemigo Hotel



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### June Kamena

Mo	Tu	We	Th	Fr	Sa	Su
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16	17	18	19	20	21	22
23	24	25	26	27	28	29

#### ● CPD Dates

**DATE:** 18th June 2014

**EVENT:** Annual Budget Review Seminar

**HOURS:** 3.5 Hours

**VENUE:** Sports View

**DATE:** 25th June 2014

**EVENT:** A Practical Approach to Essential Issues in Audit: Focus on ISAs & Code of Ethics

**HOURS:** 7 Hours

**VENUE:** Milles Collines Hotel





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### July Nyakanga

Mo	Tu	We	Th	Fr	Sa	Su
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21	22	23	24	25	26	27
28	29	30	31			

#### ● CPD Dates

**DATE:**  
30th July 2014

**EVENT:**  
The Financial Services  
Conference

**HOURS**  
7 Hours

**VENUE**  
Lemigo Hotel



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### August Kanama

Mo	Tu	We	Th	Fr	Sa	Su
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

#### ● CPD Dates

**DATE:**  
20th – 22nd August 2014

**EVENT:**  
The 3rd iCPAR Annual Seminar

**HOURS**  
20 Hours

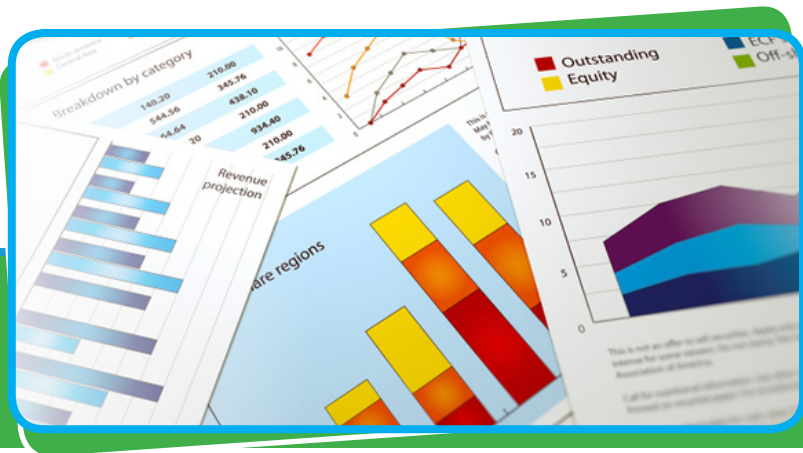
**VENUE**  
Lake Kivu Serena Hotel, Gisenyi



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### September Nzeri

Mo	Tu	We	Th	Fr	Sa	Su
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

### ● CPD Dates

**DATE:**  
24th – 25th September 2014

**EVENT:**  
The 2014 Workshop on  
IFRS for SMEs

**HOURS**  
14 Hours

**VENUE**  
Gorillas Golf Hotel



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### October Ukwakira

Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### ● CPD Dates

**DATE:** 15th – 16th October 2014

**EVENT:** The 3rd Public Sector Accountability Forum

**HOURS:** 14 Hours

**VENUE:** Lemigo Hotel

**DATE:** 29th October 2014

**EVENT:** The 2014 Workshop on Asset Valuation, Impairment & Liability Management

**HOURS:** 7 Hours

**VENUE:** Milles Collines Hotel



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### November Ugushyingo

Mo	Tu	We	Th	Fr	Sa	Su
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

#### ● CPD Dates

- DATE:** 19th November 2014  
**EVENT:** Management Accounting Conference  
**HOURS:** 7 Hours  
**VENUE:** Sports View Hotel
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- DATE:** 26th – 27th November 2014  
**EVENT:** The 4th Internal Audit, Control, Risk & Assurance Workshop  
**HOURS:** 14 hours  
**VENUE:** Lemigo Hotel



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## December Ukuboza

Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### ● CPD Dates

#### DATE:

10th December 2014

#### EVENT:

The Workshop on Expenditure & Budgeting Accounting

#### HOURS

7 Hours

#### VENUE

Milles Collines Hotel