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COURSE BROCHURE

# Financial Controllership and Control Calendar Training Course

28 March – 1 April 2027
Dubai

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Registered in the United Kingdom and Saudi Arabia

# Financial Controllership and Control Calendar Training Course

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Financial Controllership and Control Calendar is a 1-week training course for financial controllers and senior accountants who own the control environment of a finance function, and it ends with a controllership control calendar that each participant builds for their own organisation. Boards and auditors now expect controllers to show who owns each control and when it runs. Jupiter Prime Training sets controllership out as a discipline in its own right.

## Why Financial Controllership and Control Calendar Matters Now

Three pressures shape controllership today. Audit committees want evidence that key controls operate on schedule, shared services move transaction work away from the controller, and lenders want earlier warning of cash strain. A controller who schedules controls, assigns owners and tracks exceptions gives leadership confidence in the numbers; one who relies on memory and goodwill exposes the organisation to misstatement, fraud and late surprises. The course draws on the widely used three lines model of assurance and the established components of internal control: environment, risk assessment, control activities, information and monitoring.

## Who Gains Most from Financial Controllership and Control Calendar

- Finance leads accountable for ledger integrity in a business unit
- Senior accountants preparing to take a controller seat
- Control owners running reconciliations and approvals
- Treasury and working capital leads who depend on controller sign-off for cash forecasts
- Internal control coordinators who test finance controls

A controller attending with the accountants who run controls day to day gains most, as the calendar then reflects real owners.

## Financial Controllership and Control Calendar Capabilities

Participants leave able to turn the controller's mandate into owned, timed and evidenced control activity.

- Design a control matrix linking each financial risk to a named control and owner — audit committee
- Assess segregation of duties conflicts in approval and payment workflows — chief financial officer
- Specify policy thresholds for authorisation, write-offs and journal approval — finance leadership
- Build a cash and working capital control routine with weekly triggers — treasury
- Test the operating effectiveness of key controls and record evidence — external auditors
- Communicate control exceptions and remediation status clearly — executive committee

## Key Financial Controllership and Control Calendar Terms

- Controllership — the finance role that owns accounting policy, internal control and the integrity of reported figures for an organisation or unit.
- Control calendar — a schedule showing every recurring control, its owner, its frequency, its deadline and the evidence it produces.
- Control matrix — a table mapping financial risks to the controls that address them.
- Segregation of duties — splitting approval, recording and custody of a transaction between different people.
- Delegation of authority — the approved limits stating who may commit, approve or pay amounts of a given size or type.
- Control exception — a case where a control did not run, ran late or failed, logged for follow-up and remediation.

## Financial Controllership and Control Calendar Day by Day

### Day 1: The Controller's Mandate

- Controllership Charter — Defining Scope Between Controller, Treasurer and Finance Director
- Three Lines Model of Assurance — Placing the Controller in Oversight
- Stakeholder Map for Controllers — Boards, Auditors, Lenders and Business Heads
- Finance Operating Model Review — Shared Services and Retained Control Duties
- Control Environment Diagnostic — Judging Tone, Ownership and Accountability Gaps

### Day 2: Designing Internal Controls

- Financial Risk Register — Identifying Misstatement and Fraud Exposures by Process
- Control Matrix Construction — Matching Each Risk to Preventive or Detective Controls
- Segregation of Duties Analysis — Resolving Conflicts in Small Finance Teams
- Access Rights Review in Ledgers — Limiting Who Posts and Approves Entries
- Key Control Selection — Prioritising Controls That Carry Audit Reliance

### Day 3: Policy, Authority and Cash Oversight

- Accounting Policy Manual — Setting Consistent Treatment Across Business Units
- Delegation of Authority Schedule — Approval Limits for Spend and Commitments
- Journal Approval Policy — Thresholds for Manual and Unusual Entries
- Working Capital Dashboard — Receivables, Payables and Inventory Triggers for Action
- Cash Forecast Sign-Off — Weekly Variance Checks Against Treasury Projections

### Day 4: Assurance and Team Supervision

- Control Testing Methods — Walkthroughs, Sampling and Reperformance of Controls
- Evidence Standards — What Auditors Accept as Proof a Control Ran
- Exception Log and Remediation Tracker — Escalating Failed or Late Controls
- Reporting Oversight Review — Controller Sign-Off on Management Packs
- Finance Team Capacity Plan — Assigning Control Owners and Cover Arrangements

## Day 5: Practising the Control Calendar

- Control Matrix Mapping — Translating Day Two Controls Into Calendar Entries
- Authority and Policy Checkpoints — Scheduling Recurring Policy and Limit Reviews
- Exception Reporting Cycle — Building Testing and Escalation Into the Year
- Case Exercise Across Manufacturing and Healthcare — Stress-Testing Owner Workloads
- Controllership Control Calendar — Completing Owners, Frequency, Deadlines and Evidence

## Applying Financial Controllership and Control Calendar After the Course

- Run a segregation of duties review on one payment or approval workflow and agree fixes with the process owner.
- Launch the control calendar with named owners and hold the first exception review with your team after four weeks.

## Financial Controllership and Control Calendar Questions FAQ

### What is financial controllership and control calendar planning, and why does it matter now?

It is the practice of owning internal control, policy and reporting integrity, and scheduling every control so it runs on time. It matters now because audit committees and lenders want evidence that controls operate, not just that they are documented.

### Which roles gain most from financial controllership and control calendar training?

Controllers and senior accountants gain most, especially those moving into a controller seat. Control owners and treasury leads who rely on controller sign-off also benefit.

### How does financial controllership and control calendar training differ from a general accounting course?

It focuses on control design, policy, authority and supervision rather than bookkeeping or reporting standards. It teaches how a controller makes sure the right checks happen, by whom and when.

### What do you bring back from financial controllership and control calendar training?

You bring back a drafted control calendar, a control matrix, authority thresholds and an exception tracker.

## Financial Controllership and Control Calendar: The Way Forward

The controllership control calendar is the first tool a controller uses to decide which controls run each week and who owns them. Control owners, internal auditors and the finance director all work from it. After its first quarter, revisit owner workloads and exception patterns, and retire controls that add effort without reducing risk.