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COURSE BROCHURE

# Risk and Control Matrix Design for Process Owners Training Course

25 – 29 July 2027
Manama

# Risk and Control Matrix Design for Process Owners Training Course

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Risk and Control Matrix Design for Process Owners is a 1-week training course for finance controllers, compliance officers and process owners who must build a process control matrix that maps each risk to a named control, owner and test. Auditors and boards now expect evidence that controls sit where risks arise. Jupiter Prime Training delivers this course on risk and control matrix design.

## Why Risk and Control Matrix Design Matters Now

Three pressures shape risk and control matrix design today. Faster process automation moves risk into system configurations that few owners can see. Auditors and supervisors ask for traceable evidence linking each process step, its exposure and the control that answers it. Lean finance and compliance functions need controls that are owned by the business rather than policed from the centre. Well-mapped controls cut testing effort and expose breakdowns early; poor mapping leaves duplicate checks and untested gaps. The course rests on widely used principles of internal control.

## Who Gains Most from Risk and Control Matrix Design

- People who run a finance cycle such as purchasing, payments, payroll or month-end close and answer for its accuracy
- People who translate rules and policies into checks inside daily operational and customer processes
- People who coordinate control self-assessment returns and attestations
- People who rate control deficiencies and follow remediation actions through to closure
- People who prepare process walkthroughs and evidence packs

A finance or operations department that sends its process owners together with its compliance lead gains most.

## Risk and Control Matrix Design Capabilities

Participants learn to give every exposure a testable answer.

- Map process steps to the exposures they create — the process owner deciding where controls belong
- Design preventive and detective controls with frequency, evidence and owner — the controller signing off the matrix
- Assess control design and operating effectiveness through walkthroughs and sample tests — internal auditors relying on the work
- Rate control deficiencies by likelihood and impact — the committee deciding escalation
- Build a self-assessment cycle with clear attestation rules — business heads confirming their controls
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Specify remediation actions, deadlines and closure evidence — compliance officers tracking open gaps

## Key Risk and Control Matrix Design Terms

- Risk and control matrix — a table linking each process risk to its controls, owners, frequency, evidence and test approach.
- Preventive control — a check that stops an error or breach before it happens, such as an approval limit or system block.
- Detective control — a check that finds an error or breach after it happens, such as a reconciliation or exception report.
- Control owner — the named person accountable for performing a control and keeping its evidence.
- Control deficiency — a gap in how a control is designed or performed that leaves a risk insufficiently covered.
- Control self-assessment — a structured routine in which process owners rate and attest to their own controls.

## Risk and Control Matrix Design Day by Day

### Day 1: Processes, Exposures and Control Objectives

- Process Narratives and Flowcharts — Where Hand-Offs Create Exposure
- Risk Statements With Cause and Consequence — Clear Wording for Owners
- Control Objectives for Accuracy, Completeness and Authorisation — Scoping the Matrix
- Compliance, Operational and Financial Risk Categories — Balanced Matrix Coverage
- Key Versus Secondary Controls — Where Testing Effort Should Go

### Day 2: Designing Preventive and Detective Controls

- Approval Limits and Delegation Tables — Preventing Unauthorised Commitments
- Segregation of Duties Conflict Grids — Separating Incompatible Tasks
- System Configuration and Automated Checks — Reducing Reliance on Manual Review
- Reconciliations and Exception Reports — Detecting Errors Before Reporting
- Control Attributes for Frequency, Evidence and Precision — Testable Control Wording

### Day 3: Ownership, Evidence and Testing

- Control Owner Assignment and Back-Up Cover — Accountability When People Change
- Evidence Standards and Retention Rules — What Auditors Will Accept
- Walkthroughs for Design Effectiveness — Confirming Controls Match the Process
- Sample Selection for Operating Tests — Sizing Tests to Control Frequency
- Test Scripts and Result Logs — Repeatable Evidence Across Cycles

## Day 4: Self-Assessment, Deficiency Rating and Remediation

- Self-Assessment Questionnaires and Attestation Calendars — Business Confirmation of Controls
- Deficiency Rating Scales — Separating Minor Gaps From Significant Weaknesses
- Root Cause Notes for Failed Controls — Fixing Causes Rather Than Symptoms
- Remediation Trackers With Owners and Closure Evidence — Ageing and Escalation
- Control Health Dashboards for Committees — Reporting Status Without Noise

## Day 5: Practising the Process Control Matrix

- Mapping a Purchase-to-Pay Case — Applying Process and Exposure Mapping
- Redesigning Weak Controls in a Customer Onboarding Case — Applying Control Attributes
- Rating and Escalating Case Deficiencies — Applying the Rating Scale
- Peer Challenge of Draft Matrices — Spotting Gaps and Duplicate Checks
- Completing the Process Control Matrix — Ready for Owner Sign-Off

## Applying Risk and Control Matrix Design After the Course

- Lead a walkthrough of one high-volume process and rewrite its controls with owner, frequency and evidence attributes
- Run a first self-assessment round for that process and log each rated deficiency in a remediation tracker

## Risk and Control Matrix Design Questions FAQ

### What is risk and control matrix design and why does it matter now?

Risk and control matrix design is the practice of linking every process risk to a named, testable control. It matters now because automated processes hide exposures and auditors expect traceable evidence.

### Which roles gain most from risk and control matrix design?

Process owners, finance controllers and compliance officers gain most from risk and control matrix design. They own the controls, sign the attestations and answer audit questions.

### How does risk and control matrix design differ from a fraud or internal audit course?

Risk and control matrix design focuses on the people who own and run controls. Fraud and internal audit courses study schemes and independent assurance; this course builds the control record they later test.

### What do you bring back from risk and control matrix design training?

You bring back a process control matrix for one real process. It holds mapped exposures, owned controls, a deficiency rating scale and a remediation tracker.

## Risk and Control Matrix Design: The Way Forward

The process control matrix first informs which controls are key and deserve regular testing. Process owners use it to run their controls and attest to them, while compliance officers and auditors use it to plan reviews. After the first self-assessment cycle, revisit whether each control still matches how the process actually runs.