

AHMAD ASRAF BIN MOHAMED HANAPI

PERSONAL DETAILS

Age	39	Address	USJ 11/1G UEP Subang Jaya
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PROFESSIONAL SUMMARY

As an experienced executive with extensive knowledge and skills in internal audit, investigation, anti-bribery management systems, integrity, corporate governance, regulation, compliance, risk management, internal control systems, and business operations across various industries, I bring a wealth of expertise to any organization. With a **master's degree in Internal Auditing**, as well as certifications as a **Certified Fraud Examiner (CFE)** and a **Certified ISO 37001 ABMS Lead Auditor**, I possess a strong attention to detail and can view processes from both a micro and macro level, ensuring alignment with the organization's strategic objectives. I excel in effectively communicating and engaging with individuals at all levels of the organization to ensure the successful achievement of organizational goals.

SKILLS & ABILITIES

- **Governance** Proficient in establish the Internal Control Systems i.e., Policies and Procedures, Anti-Bribery Management System and manage compliance activities.
- **Auditing** Capable to perform end-to-end audit and investigation/special review to evaluate and improves the effectiveness and efficiency of Internal Control Systems, Risk Management and Corporate Governance.
- **IT** Proficient in using a range of office applications, including Microsoft Office and Google Applications. Also have experience working with myAssurance System, TeamMates, SPSS, and SAP.
- **Traits** Highly motivated professional with a shared vision and commitment to achieving organizational goals. Possess a strong sense of self-awareness, a determination to see tasks through to completion, and a strong work ethic. Willing to travel to support business objectives and build strong relationships with stakeholders.
- **Language** Proficient in written and spoken in Bahasa Malaysia and English.

WORKING EXPERIENCES

Year	Position	Job Descriptions
November 2019 - Present	Manager Group Internal Audit MISC Berhad	<ul style="list-style-type: none">• Develop and implement a comprehensive audit plan that aligns with the organization's strategic objectives and ensure that it is executed in a timely and effective manner.• Lead and manage a team of internal auditors, providing coaching, feedback and development opportunities to enhance their skills and capabilities.• Evaluate the adequacy and effectiveness of internal controls, risk management and governance processes and provide recommendations to improve their

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		<p>effectiveness and efficiency.</p> <ul style="list-style-type: none"> • Review audit findings and recommendations to ensure they meet the required standards, are properly presented and effectively communicated to audit clients. • Liaise with audit clients to clarify business and operational issues and provide consultancy role and value-added recommendations for improvement. • Review draft/final audit/investigation report and participate in the presentation of audit findings and corrective actions to the Management Audit Committee/Whistleblowing Committee and oversee tracking and closure of agreed actions. • Apply Robotic Process Automation and Power BI during the audit engagement to enhance audit effectiveness. • Lead Auditor for ISO 37001:2016 Anti Bribery Management System. • Provide assurance to the Management and Board of Directors regarding the organization's compliance with Section 17A of the Malaysian Anti-Corruption Commission (MACC) Act and the National Anti-Corruption Plan. This includes ensuring that the organization has effective and adequate procedures in place to prevent and detect corrupt practices. • Stay abreast of emerging trends and developments in audit methodology and ensure that the organization's audit practices remain up-to-date and effective.
February 2019 – October 2019	<p>Manager Intermediaries Supervision Bursa Malaysia Berhad</p>	<ul style="list-style-type: none"> • Plan, establish and implement a specialized, effective and efficient supervision function that undertakes during on-site Regulatory Audit and off-site Compliance/Financial requirement monitoring and supervision on market participants, including the establishment of the relevant company and departmental policies, procedures and framework. • Develop, implement and continuously improve the monitoring and supervision procedures and methods to increase the level of compliance and the level of knowledge on regulatory matters and to educate market participants on Regulatory Compliance and Corporate Governance. • Provide support and advice for issues referred by market participants and ensuring the departmental resources, systems and work procedures are appropriately integrated to achieve the regulatory and corporate strategic objectives. • Lead and resolve issues that constantly require adaptation governing regulatory compliance by advising market participants of measures to be implemented to adhere with the regulatory objectives of Bursa Malaysia and maintain strong business relationships with the stakeholders of the Exchange. • Lead and ensure that a robust compliance framework remains as fundamental cornerstone of the Malaysian Capital Market by embedding pertinent and constructive regulatory (as well as non-regulatory inputs) in the development of new projects or initiatives undertaken by Bursa/industry.

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		<ul style="list-style-type: none"> Review of industry compliance findings with a view to identify potential industry-wide of non-compliance and recommend corrective actions or improvements.
April 2016 – February 2019	Assistant Manager Corporate Governance Malaysian Global Innovation & Creativity Centre Berhad (MaGIC)	<ul style="list-style-type: none"> Review and evaluate the internal control systems and governance practices in order to provide assurance to the Senior Management, Board Audit Committee and Board of Directors on the integrity, adequacy and effectiveness of such systems. Perform compliance audit to verify the effectiveness and efficiency of internal control systems and to ensure adherence to internal policies & procedures and rules & regulations. Prepare an annual compliance work plan to set out the compliance function, that is reflective of the company objectives, concern and to integrate and coordinate with corporate risk assessment and strategic planning process. Conduct post reviews on legal documents such as agreement, MoU or letter of partnership to ensure it adhered to the policies & procedures and as per advised from Legal Advisor. Applied COSO Framework to ensure the company's internal control systems is designed to mitigate the risks. Provide consultation in the implementation of risk management program and oversee the established risk management framework. Prepare and recommend proposals to the Senior Management for the revision of policies and procedures, improve workflows and re-define organization's operations to resolve organizational concern. Developed and established internal system (intranet) as a tool for information and communication to employees on company's policies and procedures.
June 2014 – March 2016	Senior Executive Group Compliance UMW Corporation Sdn Bhd	<ul style="list-style-type: none"> Coordinate and monitor compliance activities that include Governance, Operational Risk Management and Internal Control Review. Conduct the development and implementation of Risk Control Self-Assessment (RCSA) Program throughout the Group. Initiate review with respective operations team on the adequacy and effectiveness of the compliance activities. Develop and prepare the SBU's compliance reporting (i.e., RCSA Report etc.). Develop thorough understanding of business operations and assist management in the understanding & adaptation of compliance activities. Perform compliance audit to verify the effectiveness of RCSA Program within the Group.

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February 2013 – June 2014	Internal Audit Executive Bank Kerjasama Rakyat Malaysia Berhad	<ul style="list-style-type: none"> To complete audit fieldwork within the timeframe given. To give suggestions and recommendations on every audit engagement in improving internal controls and management effectiveness. To report on audit findings and suggestion on audit framework to the Management, Audit Committee and Syariah Committee. To evaluate and improvise the efficiency and effectiveness of Internal Control Systems, Risk Management and Corporate Governance based on Syariah principles. To assess the level of accuracy and competency of data, records and management reports. Perform ad-hoc special project as required time to time under the instructions of the Head of Department.
June 2011 – February 2013	Audit Supervisor Bata (Malaysia) Sdn Bhd	<ul style="list-style-type: none"> To ensure the Stocks, Sales Remittances and Receivables in all stores, agencies and depots are in accordance with the Company's inventory at all times. Conduct internal audit activities to ensure the effectiveness and efficiency of internal control systems and risk management. Assist in the development and implementation of internal audit program and enhancement of audit manual. Prepare audit reports and make recommendation for improvement of internal controls and operational efficiency. To submit reports to immediate Superior on any misappropriation involving store, agencies and depots with reasonable evidence. To conduct surprise inventory audits at the Company's stores, agencies and depots at least twice yearly per location.

EDUCATIONAL BACKGROUND

Year	University/College
2015-2018	University of Malaya Master of Business Administration, Internal Auditing
2006-2010	University of Malaya Bachelor's Degree in Accounting
2002-2005	Sultan Haji Ahmad Shah Polytechnic Kuantan Pahang Diploma in Accountancy

CERTIFICATIONS & MEMBERSHIP

Year	Particulars
2021	Certified Fraud Examiner (CFE)
2021	Certified ISO 37001 ABMS Lead Auditor
2021 - Present	Malaysian Association Certified Fraud Examiners (MACFE)
2020	Tropical BOSIET with EBS and Travel Safely by Boat
2015 - Present	Associate Member of The Institute of Internal Auditors Malaysia (AIIA)

COURSES/SEMINARS/TRAININGS ATTENDED

- Introduction to Sustainability (Bursa Malaysia) (2023)
- CFE Exam Review Course (2021)
- ISO 37001 Lead Auditor Training Course (2021)
- ISO 37001:2016 ABMS Implementation Training Course (2019)
- Cybersecurity & Controls for Managing the Risk of Cyber Threat Training (2019)
- National Conference on Internal Auditing (2014, 2016, 2017 & 2021)
- Certificate in Internal Auditing for Financial Institutions (2013)

REFEREES

Jufree Bin Soaidin Mobile – Upon request Chief People Officer at Bank Rakyat Menara 1, Menara Kembar Bank Rakyat No. 33, Jalan Travers, 50470 Kuala Lumpur	Mohd Lokman Bin Abdullah Mobile – Upon request Vice President, Group Finance at Terengganu Inc. Kawasan Perindustrian Chendering, Chendering, 21080 Kuala Terengganu, Terengganu
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