MAGNA SKILLS DEVELOPMENT INSTITUTE

Capacity Building • Professional Training • Organisational Development

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Course Profile Document

Accounting, Finance and Budgeting

Accounts Payable Risk and Fraud Prevention

Prepared as a professional course profile for delegate review, sponsorship approval and organisational training planning.

COURSE CODE	DELIVERY	DURATION	PREPARED FOR
MSD3017	**Online / Face-to-Face**	**Flexible**	**Organisation Approval**

Register for this Course **View Online Course Page**

Course Overview

Magna Skills presents the Accounts Payable Risk and Fraud Prevention course, designed for finance professionals and accounts payable specialists seeking to strengthen their knowledge and skills in identifying, mitigating, and preventing risks and fraud in the accounts payable process. This course provides comprehensive insights into the common risks and fraud schemes in accounts payable, along with strategies and best practices for implementing effective controls and safeguards.

Course Outcomes

Upon completion of the course, participants will:

1. **Understand Accounts Payable Risks and Fraud Schemes:**
   - Identify common risks and fraud schemes in the accounts payable process.
   - Understand the impact of accounts payable fraud on financial stability and compliance.
2. **Implement Fraud Prevention Controls:**
   - Learn how to implement effective internal controls to prevent and detect accounts payable fraud.
   - Understand segregation of duties, authorization controls, and transaction monitoring techniques.
3.

Enhance Vendor Management Practices:

- Develop best practices for vendor due diligence and vendor risk assessment.
- Understand the importance of vendor validation and verification in fraud prevention.

4. **Implement Technology Solutions for Fraud Detection:**
   - Explore technology solutions and software tools for fraud detection and prevention in accounts payable.
   - Learn how to leverage data analytics and automation for proactive fraud monitoring.
5. **Understand Regulatory Compliance and Reporting:**
   - Gain insights into regulatory requirements and compliance standards related to accounts payable.
   - Understand the reporting obligations and responsibilities for accounts payable fraud incidents.

Course Outline / Curriculum

Module 1: Introduction to Accounts Payable Risks and Fraud

- Overview of accounts payable risks and fraud schemes
- Impact of accounts payable fraud on organizations

Module 2: Internal Controls for Fraud Prevention

- Segregation of duties and authorization controls
- Transaction monitoring and exception reporting

Module 3: Vendor Management and Due Diligence

- Vendor validation and verification processes
- Vendor risk assessment and management practices

Module 4: Fraud Detection Techniques

- Data analytics for fraud detection in accounts payable
- Red flags and warning signs of accounts payable fraud

Module 5: Technology Solutions for Fraud Prevention

- Software tools and technology solutions for fraud detection
- Automation and AI applications in accounts payable fraud prevention

Module 6: Fraud Prevention in Payment Processing

- Secure payment processing practices
- Electronic payments and fraud prevention measures

Module 7: Regulatory Compliance and Reporting

- Regulatory requirements related to accounts payable fraud
- Reporting obligations and responsibilities for fraud incidents

Module 8: Investigating Accounts Payable Fraud

- Fraud investigation techniques and procedures
- Collaboration with internal audit and legal departments

Module 9: Case Studies and Best Practices - Analysis of real-world accounts payable fraud cases - Best practices and lessons learned in fraud prevention

Module 10: Developing a Fraud Prevention Plan - Developing a comprehensive fraud prevention plan for accounts payable - Continuous improvement and monitoring strategies

This course is suitable for finance professionals, accounts payable managers, internal auditors, and compliance officers responsible for mitigating fraud risks in accounts payable processes. Through interactive lectures, case studies, and practical exercises, participants will gain the knowledge and skills needed to identify, prevent, and respond to accounts payable fraud effectively

Target Audience

Key Course Benefits

Work-Ready Skills

Delegates leave with practical tools, templates and methods they can apply immediately at work.

Better Institutional Results

The programme supports stronger planning, reporting, compliance, accountability and service delivery.

Sponsor-Friendly

This document is designed to help supervisors, HR units and sponsors approve delegate participation quickly.

Professional Recognition

Delegates receive training documentation and a certificate of completion after successful participation.

Our Training Centres & Delivery Options

Magna Skills offers flexible delivery through face-to-face training centres across Africa and beyond, plus Online / E-Learning for delegates who prefer remote participation.

Southern Africa

Practical training destinations with strong travel access and delegate support.

- Pretoria, South Africa
- Vic Falls, Zimbabwe
- Livingstone, Zambia

East Africa

Popular regional centres for government, NGO and donor-funded project teams.

- Kigali, Rwanda
- Kampala, Uganda
- Nairob
- Zanzibar, Tanzania

West Africa & Islands

Strategic locations for regional networking and executive capacity building.

- Accra, Ghana
- Port Louis, Mauritius

International Executive Venue

Premium destination training for senior teams and international delegates.

- Dubai, United Arab Emirates

Online / E-Learning

Attend from anywhere through live online, blended or self-paced learning options.

- Online, E-Learning
- Remote Teams
- Flexib

Organisation-Based Training

Magna Skills can also arrange dedicated in-house training for ministries, NGOs and companies.

- Onsite
- Custom Dates
- Group Training

Ready to Nominate Delegates?

Use the links below to register, review the live course page or contact Magna Skills for organisation-based training support.

Register / Apply Online **View Full Course Page**

About Magna Skills

Magna Skills Development Institute provides practical capacity building programmes for government departments, NGOs, public institutions, donor-funded projects and private sector professionals across Africa. Our training approach combines expert facilitation, real workplace case studies, practical tools, post-training support and professional documentation that helps organisations strengthen staff performance and service delivery.

Government Training NGO Capacity Building Corporate Workshops Online Learning Face-to-Face Training Certifica

Approval & Authorisation Form

This section may be completed by the organisation, department, HR office, finance office or sponsor approving delegate participation. It can be attached to an internal memo, procurement request or training approval submission.

Organisation / Department	
Delegate Name(s)	
Approved Course	Accounts Payable Risk and Fraud Prevention
Preferred Delivery Mode	☐ Online ☐ Face-to-Face ☐ Organisation-Based Training
Preferred Training Venue /Date	
Estimated Number ofDelegates	
Budget / Vote Number	
Contact Person	
Email / Mobile	

Authorised Name _____ Signature / Stamp _____ Date _____