Payroll Governance and Fraud Prevention Controls Training Course

22 – 26 August 2027
Accra

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Ref: 1251_192439 **Date:** 22 – 26 August 2027 **Location:** Accra **Fees:** 4100 Euro

Overview

Payroll Governance and Fraud Prevention Controls Training Course is a one-week advanced course for payroll, finance, human resources, fraud-risk, control, and audit professionals who need a Payroll Governance and Fraud Prevention Control Pack. The course connects accountability, payroll fraud risk assessment, segregation of duties, payroll master data, access controls, exception analytics, reconciliation, reporting channels, investigation referral, corrective action, and control assurance. Participants trace risks from employee setup to payment. Agile Leaders Training Center presents payroll fraud prevention through controlled data, decisions, and evidence.

Who Should Attend

- Teams responsible for payroll governance, processing, and payment authorization
- Teams responsible for employee records, timekeeping, compensation data, and lifecycle changes
- Teams responsible for fraud risk, internal control, compliance, and case referral
- Teams responsible for finance reconciliation, payment files, and account review
- Teams responsible for payroll-system access, change control, and data monitoring
- Teams responsible for audit, assurance, investigations, and corrective-action follow-up

The course assumes participants work with payroll processes, employee data, financial controls, or fraud risk and leaves out jurisdiction-specific tax advice and payroll-system configuration.

Departments and Industries

The course supports functions and sectors that process employee compensation and must protect payroll data and payments.

- Payroll, finance, human resources, compliance, risk, and internal-audit departments
- Shared-services, information-security, fraud-investigation, and assurance teams
- Financial services, insurance, healthcare, retail, and hospitality organizations
- Energy, manufacturing, construction, logistics, and transport operations
- Public services, education, charities, and professional-services organizations

Learning Objectives

By the end of this course, participants will be able to:

- Analyze payroll fraud schemes, exposure, and accountability
- Build segregation, access, and master-data controls
- Apply exception analytics and payroll reconciliations
- Use reporting and investigation-referral protocols
- Evaluate control design and operating evidence
- Prioritize corrective actions and assurance reporting

Course Agenda

Day 1: Payroll Governance and Fraud Risk

- ISO 37003:2025 Fraud Control Lifecycle Map
- Payroll Process Ownership and Accountability Chart
- Ghost Employee, Time, Salary, and Commission Scheme Taxonomy
- Payroll Fraud Risk Assessment and Scenario Register
- Authorization, Processing, Payment, and Review Segregation Matrix

Day 2: Master Data and Access Controls

- Joiner, Mover, and Leaver Payroll Data Workflow
- Privileged Access and Conflicting-Role Review
- Employee Bank-Detail Change and Dual-Approval Control
- Time-and-Attendance Approval and Override Checklist
- Pay-Element, Rate, and Master-Data Change Log

Day 3: Detection and Reconciliation

- Pre-Payroll and Post-Payroll Reconciliation Method
- Ghost, Duplicate, and Dormant-Record Analytics Test
- Overtime, Allowance, Commission, and Adjustment Exception Rules
- Payroll Payment File and Bank-Reconciliation Control
- Payroll Fraud Key Risk Indicator Dashboard

Day 4: Reporting, Response, and Assurance

- Payroll Concern Intake and Confidentiality Protocol
- Case Triage, Evidence Preservation, and Investigation Referral Matrix
- Payment Hold, Loss Response, and Corrective-Action Plan
- Payroll Control Design and Operating-Effectiveness Test Sheet
- Governance, Exception, Case, and Assurance Report

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Day 5: Payroll Fraud-Control Practice

- Exercise: Payroll Scheme and Control-Gap Diagnosis
- Exercise: Access Conflict and Master-Data Review
- Exercise: Exception Analytics and Reconciliation Challenge
- Exercise: Case Referral and Corrective-Action Decision
- Capstone Exercise: Payroll Governance and Fraud Prevention Control Pack

Practical Exercises

The course uses suggested activities that turn payroll records, exceptions, and control evidence into fraud-risk decisions.

- Suggested activity: map authorization, employee setup, time approval, calculation, payment, and review responsibilities.
- Suggested activity: test a payroll population for ghost, duplicate, dormant, bank-detail, overtime, and adjustment indicators.
- Suggested activity: reconcile the payroll register, payment file, ledger, and bank evidence and investigate differences.
- Suggested activity: triage a reported concern and assign evidence, referral, response, and corrective-action ownership.

FAQs

Who should attend the Payroll Governance and Fraud Prevention Controls Training Course?

The course suits professionals responsible for payroll, employee data, finance, fraud risk, compliance, controls, systems, audit, and investigations. It assumes practical involvement in payroll processing or oversight.

How does payroll fraud prevention differ from general payroll administration training?

Payroll fraud prevention focuses on governance, risk scenarios, conflicting access, master-data integrity, exception detection, case referral, and control assurance, while payroll administration training focuses on routine processing and employee-pay calculations.

Which payroll fraud indicators can exception analytics identify?

Exception analytics can identify duplicate identities or bank details, dormant records, unusual hours, rate changes, allowances, commissions, overrides, payment rerouting, and unexplained reconciliation differences for review.

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Why is segregation of duties important in payroll fraud prevention?

Segregation of duties limits one person's ability to create or change records, authorize input, generate payments, and conceal the result, while compensating reviews address unavoidable role conflicts.

Conclusion

The course links payroll governance, scheme risk, master data, access, analytics, reconciliation, case referral, response, and assurance. Participants take back a Payroll Governance and Fraud Prevention Control Pack containing risk, control, test, case, and reporting artifacts. The pack makes payroll accountability, anomalies, evidence, referrals, and corrective actions easier to review and govern.