

# FUNDAMENTAL FINANCIAL AND ACCOUNTING SKILLS

FOR PLANTATION MANAGERS /EXECUTIVES

**DATE: 25 – 26 SEPTEMBER 2018**

**SPEAKER: KENNETH TAN**

**VENUE: ISP HEADQUARTERS**

**SUITE 3A01, LEVEL 3A, PJ TOWER, AMCORP TRADE CENTRE  
18 PERSIARAN BARAT, 46050 PETALING JAYA, SELANGOR**



ORGANISED BY ISP  
MANAGEMENT (M) SDN  
BHD

## OVERVIEW

- This programme will increase participants' ability to listen and comprehend the intention/message behind the words used by their financial colleagues who are trained in finance & accounting, such as the financial controllers, finance managers, accountants, etc.
- Plantation managers will be able to identify ways to talk the financial language with finance managers/ accountants
- The topics covered in this programme are to help plantation managers develop the necessary skills to overcome fear of finance/accounting and learn the financial impact of their operational processes/decisions
- To become an accomplished negotiator and communicate better during budgets, costings and performance reviews

## HOW YOU WILL BENEFIT?

- Finance for plantation managers; it is a topic you must understand especially during challenging economic times when financial acumen is expected at every organizational level
- You need to know how to justify a request, quantify your contributions to the company and spot profit drains immediately
- Whether you are a wizard of finance or a non-financial manager, performance is measured the same way – in dollars and cents!
- Offering an accessible overview of finance for plantation, this seminar features exactly what you need to further your career and build your future. From accruals to write-offs to receivables and payables, this workshop shows plantation managers the concepts, tools and techniques that can help make each decision pay off – on the job and on the bottom line
- Ability to read and comprehend financial statements/reports
- Appreciate the components of production cost
- Insight on project financial viability and feasibility

## TARGET AUDIENCE

- This programme is designed for plantation managers in every functional area of responsibility in plantation environment
- This programme is suitable for:
  - General Managers/Controllers
  - Senior Estate Managers
  - Estate Managers
  - Senior Assistant Managers
  - Assistant Managers
  - Accounts/Administrative Executives

## REGISTRATION FEES

ISP MEMBER:	RM 500
NON-MEMBER:	RM 550

## SUMMARY

- You will get a firm grasp of the numbers side of your job
- You will gain greater confidence with a working knowledge of business financials
- You will learn how to “think finance” and translate performance into financial terms
- You will cultivate proactive working relationships with finance professionals and enhance your value to the organization
- You will understand the business dynamics of dollars and cents – take initiatives that meet your short- and long-term goals
- You will take the guesswork out of your decision making and deliver a better bottom line
- You will expand your professional expertise – and your career opportunities

## METHODOLOGY

Lecture, workshop and discussion

## WHAT YOU WILL COVER?

DAY	MORNING SESSION (9.00 AM – 12.30 PM)	AFTERNOON SESSION (1.30 PM – 5.00 PM)	DAY	MORNING SESSION (9.00 AM – 12.30 PM)	AFTERNOON SESSION (1.30 PM – 5.00 PM)
	1	<ol style="list-style-type: none"> <li>1. Understanding the Language of Finance</li> <li>2. Basic Accounting Concepts and Financial Statements</li> <li>3. Generally Accepted Accounting Principles (GAAP)</li> <li>4. Cash vs. Accrual-Basis Accounting</li> <li>5. Capital Expenditure vs. Revenue Expenditure</li> <li>6. Applying different methods of evaluating capital expenditures</li> </ol>		<ol style="list-style-type: none"> <li>1. New Planting vs. Replanting</li> <li>2. Terminology associated with Financial Statements</li> <li>3. The key components of an Annual Report</li> <li>4. Case Study:                             <ul style="list-style-type: none"> <li>• Typical estate transactions in a day</li> <li>• Carl Interior Design – Financial Report 2016 &amp; suggested solutions</li> <li>• Gopend Berhad</li> </ul> </li> <li>5. Evaluating an Annual Report and Calculating Financial Ratios</li> </ol>	2

