



**INSTITUTE OF
CHARTERED COMPLIANCE OFFICERS**

Programme Prospectus

ICCO Certificate in Policy Implementation and Revision

Programme Structure

The course will be conducted via a one day 6-hour virtual learning workshop facilitated by experienced compliance trainers.

Content Outline

The following topics will be covered in the programme:

- ✓ Policies and framework
- ✓ Implement policies and procedures
- ✓ Socialise changes and updates
- ✓ Staff compliance
- ✓ Improvements and revisions

Programme Objectives and Outcomes

At the end of the programme, learners will be able to:

- ✓ Develop policies and frameworks
- ✓ Implementation of policies and procedures
- ✓ Socialise changes and updates on policies and procedures
- ✓ Ensure staff compliance to policies and procedures
- ✓ Identify possible improvements for policy implementations and make appropriate suggestions