



Amin N. Berrah, JD, CIA, CFE

Compliance professional with assurance and legal experience in the public and private sectors. Areas of expertise include assessing and implementing internal controls over operational, financial, and IT processes, fraud investigations, designing process improvements, applying legal and regulatory requirements, and drafting policy and practical guidelines.

Credentials & Expertise



Expertise

- ◆ Sarbanes-Oxley
- ◆ Project Management
- ◆ Compliance
- ◆ Legal and Operational Risk
- ◆ Due Diligence and Audits
- ◆ Business and Audit Risk Assessment



Industries

- ◆ Healthcare
- ◆ Media & Entertainment
- ◆ Manufacturing
- ◆ Aerospace



Highlights

- ◆ **David Geffen School of Medicine, UCLA**, Principal Controls & Compliance Analyst
- ◆ **20th Century Fox Film Corporation**, Associate Manager, Corporate Compliance
- ◆ **Ducommun**, Senior Auditor



Achievements

- ◆ Responsible for the design, implementation and tracking of UCLA School of Medicine SAS 115 compliance initiatives.
- ◆ Collaborate with departments and campus stakeholders to implement and manage compliance control initiatives over key financial reporting and business processes.



Associations & Certifications

- ◆ Certified Fraud Examiner (CFE)
- ◆ Certified Internal Auditor (CIA)



Languages

- ◆ English
- ◆ French



Education

- ◆ **Bachelor of Science in Business Administration**, University of Colorado
- ◆ **Juris Doctor**, University of Baltimore School of Law, Maryland
- ◆ **BS in Finance and BS in Accounting**, University of Maryland, Maryland

For over 15 years, BGA has proudly filled the gap that often exists between accounting firms striving to maintain independence and their clients. We understand the compliance requirements and needs of our public and private clients. Our unwavering commitment to excellence has enabled us to assist thousands of domestic and international companies with everything from complex M&A transactions to IPOs and technical accounting for financial reporting.

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Experience



David Geffen
School of Medicine

David Geffen School of Medicine at the University of California Los Angeles (DGSOM)

◆ **Principal Controls & Compliance Analyst - 2019 to Present**

- ◆ Collaborate with departments and campus stakeholders to implement and manage compliance initiatives over key business processes and financial reporting.
- ◆ Design, implement, and track DGSOM Controller's SAS 115 compliance initiatives (General Ledger Verification, Contracts & Grants Management).
- ◆ Draft DGSOM Controller policies and compliance guides (Cashiering, T&E, General Ledger Verification).
- ◆ Work directly with CAOs, CFOs and executive leadership to resolve complex compliance issues.
- ◆ Review sales & service contracts for legal and operational risk.
- ◆ Provide monthly compliance updates to leadership and department CAOs and CFOs.
- ◆ Maintain and develop content for the DGSOM Controller's website.



20th Century Fox Film Corporation

◆ **Associate Manager, Corporate Compliance – 2017 to 2019**

- ◆ Worked closely with the corporate governance team, management team, and internal and external auditors to support the completion of the annual Sarbanes-Oxley testing program and other compliance initiatives.
- ◆ Contributed to planning, testing, supporting management self-testing, remediation testing and reporting during the annual SOX cycle.
- ◆ Liaised with external auditors on annual scoping, sample selection, and remediation initiatives.
- ◆ Assessed entity-level controls over ITGC, charitable donation, and political contribution procedures.
- ◆ Created efficiencies and simplified oversight of international operations by assisting with the design of a centralized revenue recognition process governing 33 international territories.
- ◆ Reduced fraud risk by performing related-party and related-entity vendor reviews and creating a data analytics process to route potentially suspicious purchasing transactions to appropriate stakeholders for on-going monitoring.
- ◆ Identified and documented fraud schemes related to Accounts Payable and Travel & Entertainment.



Ducommun, Inc. ◆ **Senior Auditor – 2016 to 2017**

- ◆ Assisted with all aspects of the execution of operational, Sarbanes Oxley, and compliance-based audits as assigned from planning through report development. Collaborated with business process leaders and control owners to improve work processes and strengthen controls.
- ◆ Reviewed company compliance with customer contractual requirements and federal regulations.

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Experience

- ◆ Led initiative to become compliant with IIA Standards, including the creation of an internal audit charter, a “new hire” manual, a TeamMate user manual, and related department policies.
- ◆ Served as TeamMate audit software administrator, with responsibilities including database design, end-user training, access controls, and desktop support.
- ◆ Implemented data analytics program using IDEA software.



University of California Santa Barbara ◆ Senior Auditor – 2014 to 2015

- ◆ Evaluated the adequacy and effectiveness of management controls over campus operations by ensuring that organizational units performed their planning, accounting, custodial, and control activities in compliance with state and federal regulations.
- ◆ Led audits of the University Center, graduate financial aid controls, construction projects, parking operations, and university summer sports camps.
- ◆ Designed and verified the implementation of a comprehensive University summer sports camp compliance program that implemented HIPAA, FERPA, NCAA, CANRA and California regulatory requirements, significantly reducing the potential for legal liability.
- ◆ Controls Committee member, identifying and addressing high-priority IT and business risks.
- ◆ Provided ethics and compliance training for new and transitioning staff members.



Maryland Department of Legislative Services ◆ Staff Auditor II – 2006 to 2009

- ◆ Conducted compliance and performance audits of state government agencies and local school systems to determine state agencies’ compliance with established fiscal policies, state laws, rules, and regulations.
- ◆ Audited university, department of motor vehicles, and public assistance operations.
- ◆ Performed operational audits of two county school systems.
- ◆ Verified year-end closeout transactions as part of annual “Article 19” (budget closeout) audit.
- ◆ Received awards for “leadership” and “outstanding contribution” and national recognition in a NASACT newsletter.
- ◆ Identified over \$100,000,000 in potential savings over three years.



Under Armour, Inc. ◆ Legal Intern - 2012 to 2013

- ◆ Drafted athlete endorsement and international distribution contracts.
- ◆ Researched employment and contract law statutes and precedents to support employment, contract, market-entry, arbitration, and venue-selection decisions by the legal department.
- ◆ Assisted with trademark monitoring and discovery requests.



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Experience



University of Baltimore Center for Families, Children and the Courts

◆ Research Assistant –2012 to 2013

- ◆ Performed empirical data analysis of program outcomes.
- ◆ Helped design family justice system reform initiatives.
- ◆ Assisted in coordinating the Center's Truancy Court Program, an early intervention approach to truant behavior that addresses the root causes of truancy in Baltimore schools.



FOLIOfn ◆ Legal Intern – May 2012 to August 2012

- ◆ Collaborated with the General Counsel and brokerage compliance staff to implement financial reporting and record archiving procedures in compliance with SEC standards.
- ◆ Researched Securities and Exchange Commission and Financial Industry Regulatory Association rules and designed compliance procedures handbook.
- ◆ Performed anti-money laundering, free-riding, front-running, and employee trade reviews and reconciliations.



Howard County Office of Law ◆ Law Clerk - May 2012 to August 2012

- ◆ Performed legal research and drafted memoranda to support County Solicitor's advice to the Board.
- ◆ Supported Assistant Solicitors with cases involving the Public Information Act, the Americans with Disabilities Act, as well as a variety of zoning, development, telecommunications, and state and federal constitutional questions.



Maryland Office of the Public Defender ◆ Law Clerk, Legislative Affairs – 2011 to 2012

- ◆ Performed legal research and prepared testimony for House and Senate hearings on privacy, juvenile justice, and eyewitness identification legislation.
- ◆ Conducted informational meetings with legislators on behalf of the OPD and presented the agency's position on proposed bills affecting its clients.

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