



BRITISH ACCREDITATION COUNCIL INSPECTION REPORT

SUPPLEMENTARY INSPECTION NEW PREMISES (Short Course Provider)

PROVIDER: MIS Training Institute

ADDRESS: 30 Crown Place
Moorgate
London
EC2A 4EB

HEAD OF PROVIDER: Mr Chris Clarke

DATE OF INSPECTION: 26 January 2017

ACCREDITATION COMMITTEE DECISION AND DATE: Continued Accreditation 23 March 2017

PART A – INTRODUCTION

1. Background to the provider

Formerly part of Euromoney Learning Solutions, MIS Training (UK) Ltd (MISTI) was established as a separate company in 2014. Boathouse Capital, a private American equity company, bought out MISTI in April 2014. The responsibility for the day to day running of MISTI continues to be delegated to the Director of Training and Operations, who reports to the Chief Executive Officer (CEO) in Boston.

In December 2014, MISTI moved its administrative office from its initial long-established base to a large seven-storey administration and training suite in Central London. The unfavourable international economic and political climate, particularly in West Africa in 2015, meant that MISTI needed to reduce its costs and move to smaller administrative premises. Its then location, in the City of London, had a positive impact on operations, so Boathouse Capital was able to assign the lease and, in December 2016, MISTI moved to its current serviced office in Moorgate, rented on a yearly rolling contract.

The current supplementary inspection was to check the suitability of these administrative premises.

2. Brief description of the current provision

MISTI continues to specialise in delivering a wide range of courses on audit, fraud and security. Courses focus on the practical application of knowledge. Audit courses are accredited by the National Association of State Boards of Accountancy (NASBA) in the United States of America (USA). Many programmes are run as open public courses, whilst others are customised for specific client companies. MISTI is a member of the Certification Service for Continuing Professional Development (CPD), which enables delegates to claim CPD points for attendance on the courses

Courses are delivered good-quality hotels in London, Amsterdam, Cape Town and Dubai. British Accreditation Council (BAC) only accredits the provision in the United Kingdom (UK).

Most delegates, on the London-based programmes, come from outside the UK and, in particular, from emerging markets. Each year around 1,000 delegates attend MISTI courses globally.

3. Inspection process

One inspector visited the serviced office in Moorgate for half a day. During the inspection, there were discussions with the Director of Training and Operations and, briefly, with other administrative staff. Current documentation was inspected.

4. Inspection history

Full inspection:	21 and 23 September 2009
Interim visit:	5 October 2010
Re-accreditation:	12 - 13 November 2013
Supplementary inspection:	16 March 2015
Interim visit:	2 December 2015

PART B – JUDGMENTS AND EVIDENCE

The following judgments and comments are based upon evidence seen by the inspector during the inspection and from documentation provided by the provider

The numbers below refer to the standards as presented in the short course provider scheme document and main full inspection report

INSPECTION AREA – PREMISES AND FACILITIES

23. The provider has secure possession of and access to its premises

23.1	The provider has secure tenure of its premises.				Yes
23.2	Where required, the provider has access to suitable external premises for academic or non-academic purposes of a temporary or occasional nature.				Yes
		Met	Partially met	Not met	NA
This standard is judged to be		✓			
Comments					
There is a rolling year contract for the premises. MISTI has flexible options to hire more administrative space if required.					
Training now takes place wholly in five-star hotels, which were not the subject of this inspection.					

24. The premises provide a safe, secure and clean environment for participants and staff

24.1	Access to the premises is appropriately restricted and secured.				Yes
24.2	The premises are maintained in an adequate state of repair, decoration and cleanliness.				Yes
24.3	There are specific safety rules in areas of particular hazard (e.g. science laboratories), made readily available to participants, staff and visitors.				N/A
24.4	General guidance on health and safety is made available to participants, staff and visitors.				Yes
24.5	There is adequate signage inside and outside of the premises and notice boards for the display of general information.				N/A
24.6	There is adequate circulation space for the number of participants and staff accommodated, and a suitable area in which to receive visitors.				N/A
24.7	There are toilet facilities of an appropriate number and level of cleanliness.				Yes
24.8	There is adequate heating and ventilation in all rooms.				Yes
		Met	Partially met	Not met	NA
This standard is judged to be		✓			
Comments					
Security arrangements are excellent as MISTI's office is managed within the auspices of one of the top five London law firms.					
The serviced offices are of outstanding quality.					

25. Training rooms and other learning areas are appropriate for the courses offered

25.1	Training rooms and other learning areas provide adequate accommodation in size and number for the classes allocated to them.				
25.2	Training rooms and any specialised learning areas (e.g. laboratories, workshops and studios) are equipped to a level which allows for the effective delivery of each course.				
25.3	There are facilities suitable for conducting the assessments required on each course.				
		Met	Partially met	Not met	NA
This standard is judged to be					✓
Comments					

None

26. There are appropriate additional facilities for participants and staff

26.1	Participants have access to sufficient space and suitable facilities for private study, including library and IT resources.	N/A			
26.2	Trainers have access to sufficient personal space for preparing lessons, marking work and relaxation.	N/A			
26.3	Participants and staff have access to space and facilities suitable for relaxation and the consumption of food and drink where appropriate.	N/A			
26.4	Participants and staff have access to storage for personal possessions where appropriate.	Yes			
26.5	There are individual offices or rooms in which trainers and senior management can hold private meetings and a room of sufficient size to hold staff meetings.	Yes			
26.6	Administrative offices are adequate in size and resources for the effective administration of the organisation	Yes			
		Met	Partially met	Not met	NA
	This standard is judged to be	✓			
Comments This applies only to administrative staff. All training takes place within hotels.					

PART C – SUMMARY OF ACTION POINTS AND RECOMMENDATIONS FOR IMPROVEMENT

ACTIONS REQUIRED
None

RECOMMENDED AREAS FOR IMPROVEMENT
None

COMPLIANCE WITH STATUTORY REQUIREMENTS	
Declaration of compliance has been signed and dated.	Yes