

Internal Audit

Geneva (Switzerland)

24 - 28 February 2025

UK Training

PARTNER



Internal Audit

Code: QM28 From: 24 - 28 February 2025 City: Geneva (Switzerland) Fees: 4700 Pound

Introduction

An ineffective audit can mean severe consequences; resulting in process failure, customer dissatisfaction, and regulatory noncompliance. Optimize your auditing skills in line with the internationally recognized ISO 19011, Guidelines for Auditing Management Systems standard.

Course Objective

- Gain the confidence to prepare, conduct, and follow up on audit activities.
- Be able to write factual audit reports and suggest corrective actions.
- Understand the guidelines of management system auditing according to ISO 19011.
- Develop professionally.

Course Outlines

Day 1: Management systems overview

- Guidelines for Auditing Management Systems ISO 19011.
- Auditing terms and definitions.
- Process for auditing.
- Audit responsibilities.
- Audit evidence and program.
- Audit scope, objectives, and criteria.
- Principles of auditing.
- Typical audit activities.

Planning & Initiating

- Planning the audit.
- Initiating the audit.
- Document review.
- Auditing programming.
- Audit plan and sampling.
- Audit work documents.

Day 2: Execute the Audit

- Opening meeting.
- Communication.
- attributes and question types.

A graphic of a chessboard with several chess pieces. In the foreground, there is a silver pawn, a silver knight, and a gold king. The background shows a grid of squares with concentric circles radiating from the center, creating a sense of depth and focus.

UK Training
PARTNER

- Verifying information and recording evidence.
- Internal audit video.
- Nonconformities.
- Simulated internal audit.
- Documenting nonconformities.
- Preparing audit conclusions and the closing meeting.

Reporting

- Report an audit.
- Typical audit report contents.

Day 3: Defining and Developing the Internal Audit Process and Establishing Roles within the Internal Audit Department

- Defining and Developing the Internal Audit Process and Establishing the Roles within the Internal Audit Dept.
- Defining, developing, and implementing an Internal Audit Function.
- Defining the distinctions and responsibilities between Internal and External Auditors.
- Identifying the Internal Audit Staff Positions.
- Developing the Audit Committee Charter for a Board of Directors.
- Review of Statements on International Auditing Standards Update and General Auditing Practice Issues.
- Identifying Internal Audit Staffing Requirements.

• Day 4: Examining and Understanding the Differences between Various Types of Audits, including Risk Factors

- Examining & Understanding the Differences between Various Types of Audits, including Risk Factors.
- Operational Audits.
- Financial Audits.
- Compliance Audits.
- Fraud and Forensic Audits.
- Information Systems Audits.
- Review of Current Year U.S. Audit Risk Alerts.

Day 5: Selecting, Procedural Planning, and Commencing Internal Audit Examination

- Selecting, Procedural Planning & Commencing Internal Audit Examinations.
- Developing Streamlined Processes for Conducting Internal Audit Examinations.
- Identifying Effective Audit Programs for the Various Types of Audits.
- Evaluating and Selecting Internal Audit Methodologies.
- Notifying the Internal Auditee and Supervisors of the Internal Audit Examination and Promoting Cooperation and Assistance in Achieving Common Goals.
- Evaluating Internal Controls Systems and Accessing Network and Computer Files and Folders.
- Effecting Changes to an In-Process Internal Audit Examination.

A graphic of a chessboard with several chess pieces (a king, a queen, a rook, and a pawn) on it, set against a background of concentric circles. The text 'UK Training PARTNER' is overlaid on the right side of the chessboard.

UK Training
PARTNER

Blackbird Training Cities

Europe



Malaga (Spain)



Sarajevo (Bosnia and Herzegovina)



Oporto (Portugal)



Glasgow (Scotland)



Edinburgh (UK)



Oslo (Norway)



Annecy (France)



Bordeaux (France)



Copenhagen (Denmark)



Birmingham (UK)



Lyon (France)



Moscow (Russia)



Stockholm (Sweden)
(Netherlands)



Podgorica (Montenegro)



Batumi (Georgia)



London (UK)



Istanbul (Turkey)



Amsterdam



Düsseldorf (Germany)



Paris (France)



Barcelona (Spain)



Munich (Germany)



Geneva (Switzerland)



Prague (Czech)



Vienna (Austria)



Rome (Italy)



Brussels (Belgium)



Madrid (Spain)



Berlin (Germany)



Lisbon (Portugal)



Zurich (Switzerland)



Manchester (UK)



Milan (Italy)



Blackbird Training Cities

USA & Canada



Los Angeles (USA)



Orlando, Florida (USA)



Online



Phoenix, Arizona (USA)



Houston, Texas (USA)



Boston, MA (USA)



Washington (USA)



Miami, Florida (USA)



New York City (USA)



Seattle, Washington (USA)



Washington DC (USA)



In House



Jersey, New Jersey (USA)



Toronto (Canada)

Africa



Baku (Azerbaijan)
(Thailand)



Maldives (Maldives)



Doha (Qatar)



Manila (Philippines)



Bali (Indonesia)



Bangkok



Beijing (China)



Singapore (Singapore)



Sydney (Australia)



Tokyo (Japan)



Jeddah (KSA)



Riyadh (KSA)



Dubai (UAE)



Kuala Lumpur (Malaysia)



Kuwait City (Kuwait)



Pulau Ujong (Singapore)



Jakarta (Indonesia)



Amman (Jordan)



Beirut (Lebanon)

UK Training
PARTNER

Blackbird Training Cities

Asia



Kigali (Rwanda)



Cape Town (South Africa)



Accra (Ghana)



Lagos (Nigeria)



Marrakesh (Morocco)



Nairobi (Kenya)



Zanzibar (Tanzania)



Tangier (Morocco)



Cairo (Egypt)



Sharm El-Sheikh (Egypt)



Casablanca (Morocco)



Tunis (Tunisia)



Blackbird Training Clients



UK Training
PARTNER

Blackbird Training Categories

Management & Admin

Professional Skills
Finance, Accounting, Budgeting
Media & Public Relations
Project Management
Human Resources
Audit & Quality Assurance
Marketing, Sales, Customer Service
Secretary & Admin
Supply Chain & Logistics
Management & Leadership
Agile and Elevation

Technical Courses

Hospital Management
Public Sector
Special Workshops
Oil & Gas Engineering
Telecom Engineering
IT & IT Engineering
Health & Safety
Law and Contract Management
Customs & Safety
Aviation
C-Suite Training



 International House 185 Tower Bridge
Road London SE1 2UF United Kingdom

 +44 7401 1773 35
+44 7480 775526

 Sales@blackbird-training.com

 www.blackbird-training.com

UK Training
PARTNER

