BLACKBiRD
FOR TRAINING

Advanced Internal Audit

Maldives (Maldives)

18 - 29 November 2024

UK Traininig
PARTNER

Advanced Internal Audit

Code: QM28 From: 18 - 29 November 2024 City: Maldives (Maldives) Fees: 8300 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 programme
- 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

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Execute the Audit

- Opening meeting
- Communication,
- attributes and question types
- 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 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 & 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 & 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

Day 6

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Internal Audit Leadership

- Effective leadership
- The importance of steady management
- Qualities of an effective internal audit leader
- A reminder of leadership and management theory
- The inspirational internal audit leader
- Large versus small internal audit teams
- The mission statement and definition of internal auditing
- Relevant attribute and performance standards
- Challenges all internal audit leaders face
- Resolving common challenges

Day 7
Effective Internal Audit Planning

- Determining risk maturity
- Designing the risk-based assurance universe
- Developing an effective internal audit strategy
- How you develop your universe and strategy
- Coordination with other assurance providers
- Advantages and disadvantages of working with other assurance providers
- Determining the annual or six-monthly internal audit plan
- Delivering the plan and working in an agile way
- Discussion: Good practice planning
- Internal audit delivery today and building team capability for tomorrow

Day 8
Getting Maximum Impact from our Internal Audit Resources

- Securing the necessary internal audit resources
- Managing internal audit resources
- Dealing with the dispersed team
- Ensuring an effective internal audit engagement process
- Maximizing efficiency
- Managing co-sourcing and contractors
- In-house versus outsourced contractors
- Risk management in the internal audit function
- Risk identification and management for internal audit

Day 9
Stakeholder Relationship Management

- Perceptions of internal audit
- Stakeholder analysis
- Effective stakeholder relations
- Marketing internal audit
- Internal audit□s product mix
- Best practice stakeholder management
- Effective reporting and recommendations

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- Conflict management, negotiation and persuasion
- Networking
- Conflict and solutions

- What is insight
- Delivering insight and impact
- Enhancing and protecting organizational value
- Adding value through assurance and consulting
- The power and perils of advisory work
- The quality assurance and improvement programme
- Internal assessments
- External assessments
- Elements of the improvement program

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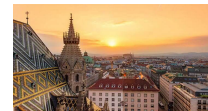
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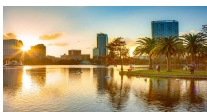
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