

## Aviation Internal Audit

*Kuala Lumpur (Malaysia)*

*16 - 20 December 2024*

UK Traininig

# PARTNER



# Aviation Internal Audit

Code: AV28 From: 16 - 20 December 2024 City: Kuala Lumpur (Malaysia) Fees: 4900 Pound

## Introduction

This course explores the regulatory requirements for an internal audit in aviation and the ways to conduct it. It develops the skills needed to evaluate and report on the effectiveness of the process implemented and to contribute to the continual improvement of a quality management system based on the ISO 9001 standard.

## Course Objectives

- To be able to plan and conduct the auditing process.
- To understand the basic techniques used in this process.
- To evaluate your overall performance.
- To write informative clear reports about this process.
- To understand the basic terminology used in this field.

## Course Outlines

### Day 1: Introduction to Management Systems and ISO 9001 Auditing

- Management Systems.
- Regulation and Regulatory Agencies.
- ISO 9001.
- Introduction to Internal Audit.
- Audit Terminology.

### Day 2: Auditors' Roles, Skills, and Process Management Enhancements

- Auditors' roles and responsibilities.
- Auditors' Qualities and skills.
- Human Factors.
- Auditors Registration Scheme.
- Process Management and Improvements.

### Day 3: Audit Initiation, Techniques, and the Psychology of Assessment

- Initiation and Preparation.
- Evidence Gathering.
- Audit techniques.
- Managing audit entry.
- Psychology of Audit and Assessment.



#### Day 4: Recording Results, Reporting, and Closing the Audit

- Recording results.
- Writing reports.
- Document Review.
- Writing Nonconformity statement.
- Closing the audit.

#### Day 5: Evaluating Audit Processes, Analysis, and Ongoing Surveillance

- Evaluating auditing assessment and process.
- Analysis of Findings.
- The follow-up process.
- Ongoing surveillance.



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