

Online Internal Auditing

🕒 **Duration:** 2 daily sessions of 4 hours

✍️ **Method of Tuition:** Zoom App

👤 **Participants:** Minimum of 2, Maximum of 6

Introduction

The aim of this course is to provide delegates with the basic knowledge needed to become an internal auditor and participate in an internal audit programme.

Learning Outcomes

On completion of this training module, the delegates should be able to:

- Explain the role of an internal auditor
- Explain why internal audits are conducted
- Explain how checklists are developed
- Explain the internal audit process
- Plan an internal audit
- Conduct an audit opening meeting
- Execute an internal audit
- Complete audit documentation
- Conduct an audit close out meeting
- Compose and present a final audit summary report
- Monitor and verify nonconformance & observation corrective actions

Target Audience

Personnel who wish to learn or update their knowledge of operational best practices and auditing tools and techniques associated with internal auditing.

Pre-requisites

There are no prerequisites for this course.

Performance Evaluation

On completion of the module the delegates will be subject to a 20-question underpinning knowledge assessment. A pass mark of 80% is required.

Certification

Delegates successfully meeting the Internal Auditing assessment requirements will be awarded a JTN Certificate of Completion.