

INTERNAL AUDITING OF FOOD SAFETY MANAGEMENT SYSTEMS TRAINING

Food safety audits are used in the food industry to evaluate management systems and to ascertain readiness for certification of the food safety management system pertaining to the relevant standard, and/or to confirm legal compliance.

Once an organisation has developed and implemented its Food Safety Management System (FSMS), it shall be maintained and improved upon. One of the most important verification tools within the FSMS is the internal audit. Internal auditors shall be competent in conducting effective internal audits within the organisation.

Food Safety Standards refer to the use of the ISO 19011 as a guideline for conducting internal audits. This standard is referred to during this course to prepare the internal auditor for a successful audit



THE COURSE WILL RUN OVER A PERIOD OF 3 DAYS

WHO SHOULD ATTEND THIS COURSE:

- Employees involved in managing the audit programme.
- Employees involved in conducting internal audits.

MINIMUM ENTRY REQUIREMENTS:

- Fluency in English writing and reading skills

TUITION:

- Training material included (English)
- Certificate of attendance or competence (based on outcome of assessment) will be issued on successful completion of training

LEARNING OUTCOMES:

- Understand the principles and importance of internal auditing as per the ISO 19011.
- Understanding of audit terminology.
- The core skills and knowledge required for auditors.
- Competency in planning for and conducting an audit.
- Competency in reporting on audit findings and the suggestion of corrective actions.

COURSE CONTENT:

DAY 1

- **AUDITING PRINCIPLES**
 - The purpose and principles of auditing.
 - Establishing the audit programme objectives.
 - Defining the objectives, scope and criteria for an internal audit.
 - Determining audit programme resources.
 - Managing the audit programme.
 - Types of audits.

- **AUDIT PLANNING AND IMPLEMENTATION**

- Audit activities are planned.
- Parties involved in the audit are notified.
- Audit activities are conducted.
- Results of the audit are recorded and reported.

- **AUDIT REPORTING**

- Results of the audit are evaluated and interpreted.
- Nonconformances to the FSMS and their causes are identified and addressed.
- Reports on the findings of the audit are generated and distributed.

DAY 2

- Quality assurance in a food sensitive consumer environment.
- Monitor and control quality assurance procedures.
- Implement a quality assurance procedure.

DAY 3

- Purpose and requirements of a quality management system audit.
- Monitor the quality in a food or sensitive consumer product environment.
- Control the quality in a food or sensitive consumer product environment.
- Implement quality improvements.
- Describing and explaining how quality management impacts on a project.
- Identify and record corrective actions for improvement to project work.
- Disseminate corrective actions to appropriate stakeholders.
- Implement corrective actions to improve quality of project work

