

INTERNAL AUDITING FOR INSPECTION BODIES (BASED ON ISO 19011 & ISO/IEC 17020:2026) TRAINING

Effective internal auditing is essential for ensuring the ongoing compliance, effectiveness, and continual improvement of inspection body management systems. This practical training programme provides participants with a comprehensive understanding of internal auditing principles based on ISO 19011 and ISO/IEC 17020:2026.

Designed for personnel involved in quality management, compliance, and auditing activities, this course equips participants with the knowledge and practical skills required to plan, perform, report, and follow up on internal audits within inspection bodies.

The training integrates the auditing guidance of ISO 19011 with the specific technical and management system requirements of ISO/IEC 17020:2026. Participants will gain practical exposure to risk-based auditing approaches, audit planning, interviewing techniques, evidence gathering, reporting of findings, corrective action follow-up, and evaluation of management system effectiveness.

Through practical exercises and audit simulations, delegates will develop the confidence and competence needed to conduct effective internal audits that support accreditation readiness, continual improvement, and operational excellence.



THE COURSE WILL RUN OVER A PERIOD OF 3 DAYS

WHO SHOULD ATTEND THIS COURSE:

- Technical / Quality managers
- Internal auditors
- Anyone involved in the management and improvement of organizational processes

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.

PRE-REQUISITE:

- The delegate should have successfully completed an ISO/IEC 17020:2026 Quality management system course.

LEARNING OUTCOMES:

- Understand the principles and importance of internal auditing as per the ISO 19011.
- Exploring the role and responsibilities of an internal auditor.
- Learning the audit process, from planning to reporting.
- Developing skills in conducting risk-based audits.
- Preparation and conduct of internal audits based on requirements of ISO/IEC 17020:2026 and additional accreditation requirements.

COURSE OVERVIEW:

DAY 1

- **INTRODUCTION TO INTERNAL AUDITING AND ISO 19011**
 - Overview of internal auditing principles.
 - Introduction to ISO 19011 and its relevance.
 - Roles and responsibilities of internal auditors.

- **PLAN FOR AND PERFORM AN AUDIT WITHIN A QUALITY MANAGEMENT SYSTEM**

- Risk-based audit planning.
- Developing audit checklists and criteria.
- Understanding the audit scope and objectives.

- **CONDUCTING THE AUDIT**

- Results of the audit are evaluated and interpreted
- Techniques for effective information gathering.
- Interview skills and effective communication.
- On-site observation and evidence collection.

- **REPORTING AND FOLLOW-UP**

- Writing effective audit reports.
- Communicating findings to stakeholders.
- Follow-up procedures and corrective actions.

DAY 2

- **PRACTICAL DEMONSTRATION**

- Auditing of management systems based on ISO/IEC 17020:2026

DAY 3

- **PRACTICAL DEMONSTRATION**

- Auditing of technical activities based on ISO/IEC 17020:2026

