

How to Conduct an Internal Audit

Successful organisations understand that improving their performance comes as a result of learning what works and discarding that which does not. As a consequence, today's manager is far less likely to be departmental driven and instead will likely subscribe to the "manage-by-objective" principle. This principle necessitates the documentation of processes and the protection of these through the implementation of policies and procedures. These are regularly measured for their effectiveness and frequently updated to improve their performance. This process is known as a management system.

The effectiveness of any management system is directly proportional the effectiveness of the people and processes that monitor it. Therefore, an internal audit should provide independent and objective assessment of compliance against the relevant standards and defined business objectives. Furthermore, internal audit findings should contribute to the organisation's efficiency, its performance and its profitability.

This course introduces participants to all aspects of internal auditing, from scheduling to review and how to facilitate effective corrective action. This course is appropriate for all management systems.

WHAT YOU WILL ACHIEVE ON COMPLETION OF THIS COURSE

- Understand the basic principles and requirements of internal auditing
- Know how to analyse your organisation's requirements for internal auditing
- Understand how to plan, perform and effectively complete your internal audits
- Develop the communication skills and attributes necessary for effective internal auditing

AS A DELEGATE YOU WILL ALSO RECEIVE:

- **FREE** 2 hours telephone support from one of Pondergrove's management system consultants
- **FREE** Pondergrove review of one of your completed audits
- **FREE** web access to Pondergrove's sample internal audit procedures

COURSE INSTRUCTOR

RICHARD TWALLIN - Richard is a leading quality and information security management specialist. His extensive experience of the IT industry includes 17 years with a major computer manufacturer and 14 as an independent consultant. He specialises in designing management systems which apply best practice pragmatically so that they also meet the operational needs of the organisation. In 2002 he developed a method for building effective information security management systems which has been applied successfully by many UK organisations, both public and private sector, and is published on ISM's website. Richard is a UK Government information security management adviser, appointed by CESG under the CLAS Scheme. Other qualifications include registered quality auditor (under the ISO 9000 TickIT Scheme), appointment by the Office of Government Commerce as a Strategic Assignments Consultant, and certified PRINCE 2 Practitioner.

BOB LISTER - Bob is one of the most experienced management system auditors in the UK. With more than 30 years IT industry experience and as one of only 40 TickIT Lead Auditors in the UK, he is a leading authority on software quality management and planning/organising/controlling complex IT projects in order to achieve success.

SPECIAL OFFER

For a limited period only – 2 delegates for 1 offer on all training courses

Course fee: £550 + VAT
Date and location: 13th May (Birmingham)
21st June (London)
19th July (Manchester)

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