



ISO 22301:2019 Internal Auditor

Training course

STAGE 

Essential information about the course

The adoption of a BCMS is intended to help an organization to continually improve its business continuity performance, fulfil legal and other requirements, and achieve its business continuity objectives. An internal audit programme is one of 4 key assurance processes within an effective BCMS. By attending this course you will benefit by learning and developing the skills necessary to conduct audits with various objectives, including assessing an organization's ability to achieve its intended outcomes.

This course develops the necessary skills to assess and report on the implementation and effectiveness of processes based on ISO 22301:2019. Using a case study BCMS, you'll learn how to initiate an audit, prepare and conduct audit activities, compile and distribute audit reports, and complete follow-up activities.

Our course agenda

Day 1	Day 2
<ul style="list-style-type: none"> • Benefits to you, welcome and introductions • Course aim, objectives and structure, ISO 22301 refresh quiz • ISO 22301:2019 components overview and requirements for internal audits • Guidelines for auditing management systems ISO 19011 • Auditing terms and definitions • Intended outcome/results of ISO 22301:2019 • What is a management system audit • Plan, execute, report, close-out • Audit process, evidence and criteria • Principles of auditing and typical audit activities • Audit programme • Audit objective, scope and criteria • Auditor responsibilities • Initiating the audit • Document review, sampling and audit plan • Work documents and checklist preparation • Opening meeting, communications and personal behaviour • Verifying information and recording the facts 	<ul style="list-style-type: none"> • Review of day 1 quiz • Generating audit findings – simulated audit • Documenting nonconformities • Preparing audit conclusions • Conduct a closing meeting • Audit report (typical contents) • Conducting audit follow-up • Reflection quiz • Course review and final questions

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Upon successful completion of your course, you'll receive an internationally recognized BSI certificate

Make sure the course is right for you

Who is this course for?

This course is designed for anyone involved in auditing, maintaining, or supervising an ISO 22301:2019 BCMS.

What will I learn?	What are the benefits?
<p>You'll be able to explain:</p> <ul style="list-style-type: none">• The guidelines of management system auditing, according to ISO 19011• The application of these guidelines to auditing a BCMS intended to conform to ISO 22301:2019 <p>You will acquire the skills to:</p> <ul style="list-style-type: none">• Initiate the audit• Prepare audit activities• Conduct audit activities• Prepare and distribute the audit report• Complete the audit• Follow-up corrective actions and 'close-out'	<p>This course will help you:</p> <ul style="list-style-type: none">• Recognize the generic internal auditing requirements of management system standards with which you will be expected to comply. This will include the meanings and intention of certification criteria and associated methodologies, techniques or tools• Prepare, conduct and follow-up on ISO 22301:2019 audit activities• Identify and apply the requirements of an ISO 22301:2019 audit• Write factual audit reports and suggest corrective actions

Prerequisites - you are expected to have the following prior knowledge:

You should have a good knowledge of ISO 22301:2019, and the key principles of a BCMS. If not, we strongly recommend you attend our ISO 22301:2019 Requirements course; as the requirements of ISO 22301:2019 are not taught on this course.

Why invest in training from BSI?

We want to make sure you have the best learning experience possible. That's why we offer a range of training courses from beginner to expert. We create a positive learning environment so you retain the knowledge and acquire the skills that will continue to be of use beyond the course.

When you attend a BSI training course, our tutors are the best in the business. They're truly passionate about sharing their knowledge and ensuring you learn. Trusted experts with years of hands-on and business experience, they bring the subject matter to life with relevant and contemporary examples to enhance your learning.

Training delivered at your site could be a convenient and cost effective option, especially if you have multiple delegates. Talk to one of our experts to find out more.

Next steps with the BSI Academy

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