



Consulting and Training | Reach New Heights

Course Name

Audit Planning & Internal Auditing Essentials

Sector Name

Audit, Risk and Governance

Document Type

Generated by Boostlab

[Click Here To Visit Course](#)

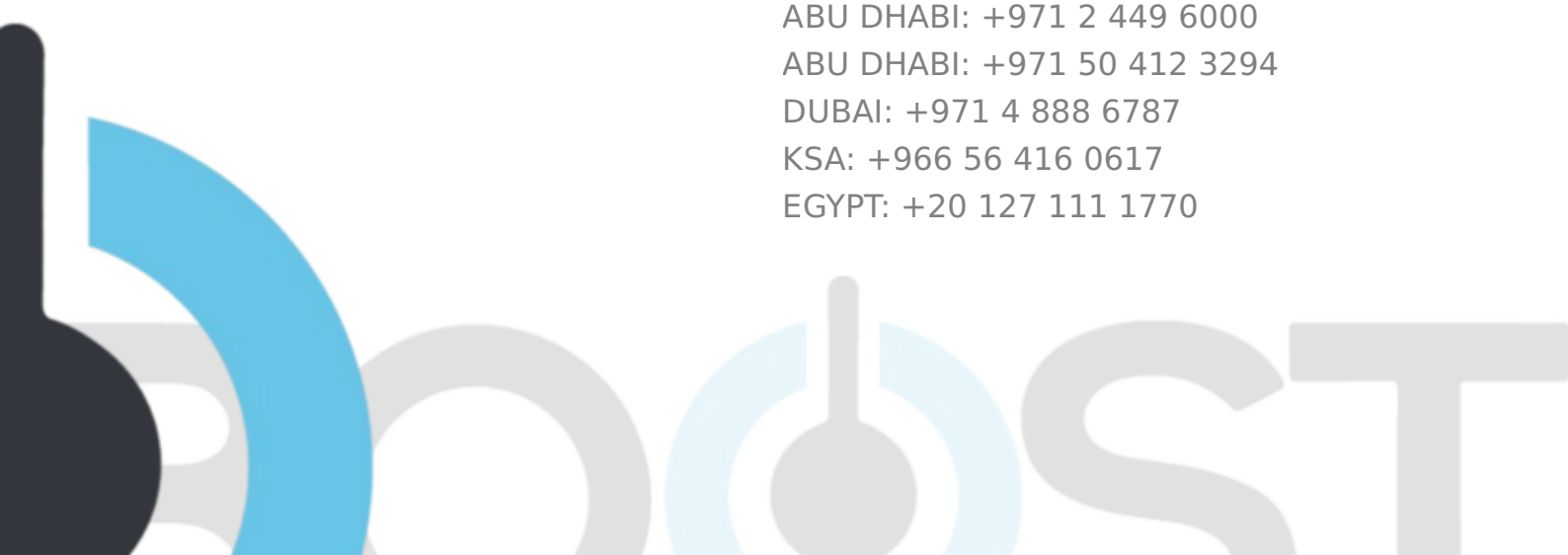
ABU DHABI: +971 2 449 6000

ABU DHABI: +971 50 412 3294

DUBAI: +971 4 888 6787

KSA: +966 56 416 0617

EGYPT: +20 127 111 1770



Audit Planning & Internal Auditing Essentials

Course Introduction

This program is designed to build participants' capabilities starting from audit fundamentals and progressing toward practical audit planning and execution, with strong focus on real-world application.

ABU DHABI: +971 2 449 6000
ABU DHABI: +971 50 412 3294
DUBAI: +971 4 888 6787
KSA: +966 56 416 0617
EGYPT: +20 127 111 1770

[Click Here To Visit Course](#)



Audit Planning & Internal Auditing Essentials

Target Audience

- Professionals involved in Quality, Operations, Inspection, and Compliance
- Newly appointed or aspiring Internal Auditors
- Supervisors and Team Leaders responsible for monitoring processes
- Managers and Senior Managers seeking to strengthen audit and control practices
- Staff involved in ISO standards implementation and internal audits

ABU DHABI: +971 2 449 6000
ABU DHABI: +971 50 412 3294
DUBAI: +971 4 888 6787
KSA: +966 56 416 0617
EGYPT: +20 127 111 1770

[Click Here To Visit Course](#)



Audit Planning & Internal Auditing Essentials

Learning Objectives

- ✓ Understand the fundamental concepts and principles of auditing
- ✓ Differentiate between types of audits and their objectives
- ✓ Plan and develop a structured Audit Program based on organizational needs
- ✓ Prepare a comprehensive and professional Audit Plan including scope, objectives, timeline, and resources
- ✓ Design effective Audit Checklists aligned with standards and processes
- ✓ Conduct internal audits using evidence-based techniques
- ✓ Identify, classify, and document audit findings accurately
- ✓ Prepare clear and professional Audit Reports
- ✓ Apply Root Cause Analysis to identify underlying issues
- ✓ Follow up on Corrective Actions and ensure audit closure

ABU DHABI: +971 2 449 6000
ABU DHABI: +971 50 412 3294
DUBAI: +971 4 888 6787
KSA: +966 56 416 0617
EGYPT: +20 127 111 1770

[Click Here To Visit Course](#)



Audit Planning & Internal Auditing Essentials

Course Outline

✓ DAY 01

Auditing Fundamentals

- ✓ Introduction to Auditing Concepts
- ✓ Types of Audits (Internal / External / Third Party)
- ✓ Objectives & Benefits of Auditing
- ✓ Roles & Responsibilities of Auditors
- ✓ Audit Principles (Integrity, Objectivity, Evidence-based approach)
- ✓ Overview of ISO Standards (e.g., ISO 9001)

ABU DHABI: +971 2 449 6000

ABU DHABI: +971 50 412 3294

DUBAI: +971 4 888 6787

KSA: +966 56 416 0617

EGYPT: +20 127 111 1770

[Click Here To vist Course](#)



Audit Planning & Internal Auditing Essentials

Course Outline

✓ Day 02

Audit Framework & Preparation

- ✓ Audit Lifecycle (Planning → Execution → Reporting → Follow-up)
- ✓ Understanding Audit Criteria & Scope
- ✓ Risk-Based Thinking in Auditing
- ✓ Reviewing Documents & Processes
- ✓ Introduction to Audit Programs (Annual Planning)

ABU DHABI: +971 2 449 6000

ABU DHABI: +971 50 412 3294

DUBAI: +971 4 888 6787

KSA: +966 56 416 0617

EGYPT: +20 127 111 1770

[Click Here To vist Course](#)



Audit Planning & Internal Auditing Essentials

Course Outline

✓ Day 03

Audit Planning

- ✓ Defining Audit Objectives & Scope
- ✓ Developing Audit Program (Annual / Periodic)
- ✓ Preparing a Detailed Audit Plan
- ✓ Resource Planning
- ✓ Time Allocation Techniques
- ✓ Pre-Audit Communication

ABU DHABI: +971 2 449 6000

ABU DHABI: +971 50 412 3294

DUBAI: +971 4 888 6787

KSA: +966 56 416 0617

EGYPT: +20 127 111 1770

[Click Here To vist Course](#)



Audit Planning & Internal Auditing Essentials

Course Outline

✓ Day 04

Audit Tools & Execution

- ✓ Developing Professional Audit Checklists
- ✓ Linking Questions to Standards
- ✓ Conducting Audit Interviews
- ✓ Collecting and Verifying Evidence
- ✓ Handling Difficult Situations

ABU DHABI: +971 2 449 6000

ABU DHABI: +971 50 412 3294

DUBAI: +971 4 888 6787

KSA: +966 56 416 0617

EGYPT: +20 127 111 1770

[Click Here To visit Course](#)



Audit Planning & Internal Auditing Essentials

Course Outline

✓ Day 05

Reporting, CAPA & Practical Workshop

- ✓ Writing Effective Audit Reports

Classification of Findings:

- ✓ Nonconformities
- ✓ Observations
- ✓ Opportunities for Improvement
- ✓ Root Cause Analysis
- ✓ Corrective Actions & Follow-up

ABU DHABI: +971 2 449 6000
ABU DHABI: +971 50 412 3294
DUBAI: +971 4 888 6787
KSA: +966 56 416 0617
EGYPT: +20 127 111 1770

[Click Here To visit Course](#)



Audit Planning & Internal Auditing Essentials

Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
Sept. 7, 2026	Sept. 11, 2026	5 days	4950.00 \$	Spain , Madrid
Aug. 16, 2027	Aug. 20, 2027	5 days	2150.00 \$	Virtual , Online
June 7, 2027	June 11, 2027	5 days	4250.00 \$	UAE , Dubai
March 28, 2027	April 1, 2027	5 days	4250.00 \$	Qatar , Doha

ABU DHABI: +971 2 449 6000
ABU DHABI: +971 50 412 3294
DUBAI: +971 4 888 6787
KSA: +966 56 416 0617
EGYPT: +20 127 111 1770

[Click Here To vist Course](#)

info@boostuae.com info@boostorg.com

Generated by BoostLab •

