

Internal Auditor GlobalG.A.P and PrimusGFS

Agenda

Introductions

Section I – GFSI Internal Audit Requirements

Section II - Auditing Principles

1. Auditing Principles – ISO 19001 – Management System for Auditing
2. Difference between Inspection and Audits
3. Types of Audits
4. Purpose of Audits
5. Auditing Key Concepts
6. Audit Scope

Section III – Internal Auditor Qualifications

1. Outline of Internal Auditor Qualifications
2. Internal Auditor Tasks
3. Internal Auditor Characteristics
4. Internal Auditor Profile
5. Lead Auditor
6. Audit Team
7. Auditing Challenges
8. Auditing Skills

Section III – Establish the Internal Audit Program

1. Audit Program Definition
2. Audit Program Objective
3. Establish the Internal Audit Program
4. Internal Audit Process Flow

Section IV – Plan and Implement the Internal Audit

1. Internal Audit Planning and Preparation
2. Internal Audit Schedule
3. Scope vs. Criterion
4. Internal Auditing Tools

Section V – Conducting the Internal Audit

1. Definitions:
 - a. Objective Evidence
 - b. Findings
 - c. Non-Conformance
2. Steps for conducting an Internal Audit
3. Programs that must be covered during an Internal Audit

Section VI – Audit Report and Follow Up

5. Audit Report Outline
6. Statement of Non-Conformity
7. Accurate Report Writing

Section VII – Root Cause Analysis and Corrective Actions