

COURSE OVERVIEW

This 2-day course is developed to meet the requirements of ISO22301 standards. The course will be focusing on the areas that an internal auditor should be competent when performing a BCMS internal audit.

A highly interactive workshop with hands-on session besides lectures, discussions and activities. Checklist and templates will be provided as the take-aways.

COURSE OBJECTIVES

At the end of this course, you will be able to :

- ⇒ Obtain an overview of the audit process and principles
- ⇒ Acquire the skills and knowledge of how a BCMS audit should be conducted
- ⇒ Perform an internal audit as per the ISO22301 standards

PRE-REQUISITE

Participants attending this course are required to have attended BCMS introductory courses such as BC Manager course. The fundamentals of BCMS process will not be discussed during this training.

COURSE AUDIENCE

Ideally suited to BC Managers, BC coordinators / sub-team members, Internal auditors, Compliance officers and individuals who wishes to learn more about BC internal audits.

FACILITATOR

Henry Ee, FBCI, CBCP, ACTA
Victor Ng, AMBCI, ACTA

***Trainers are ISO22301 Lead Auditor Certified*

TRAINING DATES

Singapore	- 06 - 07 April 2020
	- 15 - 16 October 2020

COURSE OUTLINE

- ◇ Outline the audit fundamentals and principles
- ◇ Explain a typical audit process
- ◇ Classify and categorization of audit findings
- ◇ Plan the internal audit schedule*
- ◇ Overview of the ISO22301 requirements
- ◇ Develop the audit checklist, interview questions based on ISO22301*
- ◇ Perform the internal audit as per ISO22301 standard*
- ◇ Identify the BCMS hot spots and areas for improvements
- ◇ Appraise the internal audit
- ◇ Prepare the post audit report

**Class Activities*

FEES*

Type of Fee	Fee [in SGD]
Early Bird [Register 4 weeks before course date]	S\$ 1,080
Normal Fee	S\$ 1,350

* Prices are before GST

CONTACT US



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