



## ISO 22000 Internal Auditor

### Training course



#### Essential information about the course

The adoption of a food safety management system (FSMS) is intended to enable an organization to improve its food safety (FS) performance and to manage its FS risks. An internal audit is an essential element to an effective FSMS, and by attending this course you will benefit by learning and developing the skills to help improve your organization's FS performance.

This course develops the necessary skills to assess and report on the conformance and implementation of processes based on ISO 22000. 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"> <li>• Benefits to you, welcome and introductions</li> <li>• Course aim, objectives and structure</li> <li>• ISO 22000 Refresh quiz and components overview</li> <li>• ISO 22000 requirements for internal audits and intended results</li> <li>• ISO 19011 guidelines and application to auditing ISO 22000</li> <li>• Guidelines for auditing management systems ISO 19011</li> <li>• Activity 1: Auditing terms and definitions</li> <li>• Definition of an audit</li> <li>• Audit process, evidence and criteria</li> <li>• Activity 2: Principles of auditing</li> <li>• Typical audit activities</li> <li>• Audit programme</li> <li>• Audit objective, scope and criteria</li> <li>• Activity 3: Auditor responsibilities</li> <li>• Initiating and preparing audit activities</li> <li>• Initiating the audit</li> <li>• Document review and sampling</li> <li>• Activity 4: Audit plan</li> <li>• Work document preparation</li> <li>• Activity 5: Checklists</li> <li>• Conducting the audit activities</li> <li>• Opening meeting</li> <li>• Communication skills</li> <li>• Activity 6: Personal behaviour</li> </ul>	<ul style="list-style-type: none"> <li>• Review of day 1 quiz</li> <li>• Conducting the audit activities: [continued]</li> <li>• Document review during the audit and verifying information</li> <li>• Recording the facts and generating findings</li> <li>• Activity 7: Generating audit findings</li> <li>• Documenting nonconformities</li> <li>• Activity 8: Nonconformity write up</li> <li>• Preparing audit conclusions and closing</li> <li>• Activity 9: Closing meeting</li> <li>• Prepare audit report, complete audit and follow up</li> <li>• Preparing and distributing the audit report</li> <li>• Completing the audit</li> <li>• Conducting audit follow-up</li> <li>• Activity 10: Review and respond to proposed corrective action</li> <li>• Reflection quiz</li> <li>• Course review and final questions</li> </ul> <p style="text-align: right;">Book today at <a href="https://bsigroup.com/training">bsigroup.com/training</a></p>

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?

Anyone involved in the auditing, maintaining or supervising of an ISO 22000 FSMS.

<p><b>What will I learn?</b></p> <p>You will have the knowledge to:</p> <ul style="list-style-type: none"><li>• Explain the guidelines of management system auditing according to ISO 19011</li><li>• Determine the application of ISO 19011 guidelines to auditing ISO 22000</li></ul> <p>You will have the skills to:</p> <ul style="list-style-type: none"><li>• Initiate the audit</li><li>• Prepare audit activities</li><li>• Conduct audit activities</li><li>• Prepare and distribute the audit report</li><li>• Complete the audit</li><li>• Audit follow up</li></ul>	<p><b>What are the benefits?</b></p> <p>This course will help you:</p> <ul style="list-style-type: none"><li>• Prepare, conduct and follow-up on ISO 22000 audit activities</li><li>• Identify and apply the benefits and requirements of an ISO 22000 audit</li><li>• Gain the skills to assess an organization's capability to manage its FSMS</li><li>• Write factual audit reports and suggest corrective actions</li></ul>
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**Prerequisites** - you are expected to have the following prior knowledge:

You should have a good knowledge of ISO 22000 and the key principles of an FSMS. If not, we strongly recommend you attend our ISO 22000 Requirements course or the ISO 22000 Transition course (if you have previously attended a Requirements course to the old standard).

## 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

Want to learn more? You may be interested in:

ISO 22000 Requirements or Lead Auditor courses



**BSI Group**  
Kitemark Court  
Davy Avenue, Knowlhill  
Milton Keynes, MK5 8PP

Find out more

Call: **+44 (0)345 086 9000**

Email: **training@bsigroup.com**

or visit: **bsigroup.com/training**