

# ISO 37001:2016 Anti-bribery Management Systems Lead Auditor

# Training course



# **Essential information about the course**

Our Anti-bribery Management Systems Lead Auditor Training Course teaches the fundamental auditing principles and practices, in conformance with national and international accepted norms and regulations relating to anti-bribery requirements specified in ISO 37001.

By attending this course, you will also gain the necessary auditing skills through activity-based learning, and practical auditing experience with coaching, group workshops and open forum discussions. Experienced BSI tutors will guide you through the entire audit process; from initiation to conducting audit follow-up.

Successful completion of this BSI certified training course, by passing the relevant examination and skills assessment, will demonstrate knowledge and basic skills to undertake and lead a management systems audit.

#### Our course agenda

# Day 1

- Benefits to you, welcome and introductions
- Course aims, objectives and structure
- First, second and third-party audits
- Typical audit activities
- · Audit objectives, scopes and criteria
- Audit resources
- Roles and responsibilities and confidentiality
- Audit methods
- Stage 1 audit
- Stage 2 audit
- Audit plan
- Work documents
- Opening meeting
- Audit evidence
- Effective communication
- Audit findings
- Audit meetings
- Closing meeting
- Audit reports
- Audit follow-up

# Day 2

- Purpose and benefits of an anti-bribery management system
- Terminology
- ISO 37001 model and Plan-Do-Check-Act
- Anti-bribery processes
- Identifying legal and other requirements
- · Role of the anti-bribery auditor
- Anti-bribery documentation
- Initiating the audit
- Document review
- Audit plan
- Work documents
- Opening meeting
- Observations
- Interviewing 'top management'

#### Day 3

- Specimen exam: Sections 1 and 2 review and process audit preparation
- Auditing 'the context of the organization'
- Auditing 'planning for the ABMS'
- Audit trails
- Auditing 'the organization's processes (part 1)'
- Auditing 'the organization's processes (part 2)'

#### Day 4

- Specimen exam: Section 3 review
- Auditing 'performance evaluation and Improvement'
- Nonconformities
- Closing meeting
- Audit report
- Audit follow-up
- Specimen exam: Section 4

#### Day 5

- Final questions and revision
- Exam

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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?

Anyone with the need to audit an organization's anti-bribery management system (ABMS).

Any person or team tasked with, or interested in, leading an audit of an organization's ABMS and those seeking to become a second-party ABMS auditor based on ISO 37001.

Please note: The implementation and the auditing of an ISO 37001-based anti-bribery management system requires different skill sets. Delegates with an interest in implementation should consider completing our implementation course.

# What will I learn?

On successful completion of this course, you will have the knowledge and skills to:

- Explain the purpose of an anti-bribery management system, of anti-bribery management system standards, of management system audit, of thirdparty certification, and the business benefits of improved performance of the anti-bribery management system
- Explain the role of an auditor to plan, conduct, report and follow up an anti-bribery management system audit in accordance with ISO 19011 and ISO/IEC 17021, as appropriate
- Skills
- Plan, conduct, report and follow-up an audit of an anti-bribery management system to establish conformity (or otherwise) with ISO 37001, and in accordance with ISO 19011 and ISO/IEC 17021 where appropriate

# What are the benefits?

This course will help you:

- Identify the aims and benefits of an ISO 37001 audit
- Interpret ISO 37001 requirements for audit application
- Plan, conduct and follow-up auditing activities that add real value
- Grasp the application of risk-based thinking, leadership and process management
- Access the latest auditor techniques and identify appropriate use
- Build stakeholder confidence by leading audit activities in line with the latest requirements

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

## **Management systems**

- The Plan, Do, Check, Act (PDCA) cycle
- The core elements of a management system and the interrelationship between top management responsibility, policy, objectives, planning, implementation, measurement, review and continual improvement

## **Anti-bribery management**

- The concepts of managing antibribery through identification of risk, risk assessment, risk control and compliance with legal requirements and other requirements
- The relationship between antibribery management and the provision/implementation of reasonable and proportionate measures designed to prevent, detect and respond to bribery
- Common examples of relevant international, national and local anti-bribery legislation and requirements

# ISO 37001

Knowledge of the requirements of ISO 37001 and the commonly used anti-bribery management terms and definitions, as given in ISO 37001, which may be gained by completing our ISO 37001 Requirements training course, or the equivalent

# 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:

You may also be interested in our Understanding Bribery and Effective Due Diligence or Implementing courses.



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