

Course B2 - Conducting an audit - ADVANCE LEVEL - Programme distribution

Day	Title of the session
Monday	Welcome address Initial assessment Role of FVO missions Review audit process. PDCA Cycle
Tuesday	Measure the effectiveness of official controls (I) Planning of audits considering risks Risk Assessment Desk study Conducting an audit – General considerations
Wednesday	Audit techniques - databases Audit techniques - Interviews Audit techniques - Interviews - Role plays Audit techniques - sampling Audit techniques - sampling - Exercises
Thursday	Findings – non conformities Recommendations Root cause analysis Methods for Root cause analysis (I) - Failure Mode Effects Analysis (FMEA) Methods for Root cause analysis (II) - Forward logic method and other tools Root cause analysis (cont.)
Friday	Role of the audit in measuring effectiveness of official controls Bests practices Findings and conclusions of conducting an audit Final assessment