

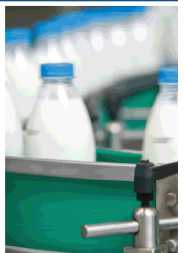
Wareham & Associates provides training to assist organisations in improving their business processes and meeting the requirements of international standards.

We provide training in: Food Safety • Quality • Environmental • OHSA • Sustainability  
• Lean Manufacturing Tools / Techniques • Integrated Risk Management



#### OUR MISSION

To create internationally competitive risk management and sustainability solutions.



## INTERNAL AUDITING FOR BRC IOP ISSUE 4

DURATION: 2-3 DAYS (2 DAYS CONDENSED VERSION) (DATASHEET # 7.1-82)

TARGET AUDIENCE: MIDDLE MANAGEMENT, SUPERVISORS, TYPICALLY THE MULTI DISCIPLINARY RISK ASSESSMENT TEAM

### Course Objectives:

At the end of this training course you will:

- Be able to conduct activity, procedure, process and systems audits.
- Be able to explain auditing within the context of the continual improvement cycle.
- Be aware of the key considerations to master this key system.
- Understand the auditing protocol of the standard.
- Understand the difference between the different types of audits required.
- Understand the different classifications of findings relating to the different types of audits.

### What you will learn:

#### • Introduction to the BRC Standard:-

- BRC IoP in a Global Context.
- Scope of the Standard.
- Principles of the Standard.
- Benefits of the Standard.
- Certification Process.
- The BRC.

#### • Internal Auditing:-

- Scope of Internal Audits
- Structure of Internal Audits
- Audit Definition
- Definition of each audit type:
  - Activity
  - Procedure
  - Process
  - System
- Advantages, disadvantages, pitfalls and best practices per audit type:
  - Activity
  - Procedure
  - Process
  - System

- Audit methodology for each type:
  - Audit Plan
  - Audit Objectives
  - Audit Principles
  - Audit Preparation
  - Conducting the Audit
  - Findings Categorisation and Rating
  - Reporting
- Case studies per audit type
- Generic auditing tools and techniques

### Case Studies and Practical Examples:

Activity Audits – highlighting 5 senses.  
Procedure Audits – what to look for highlighting transaction audit trails.  
Process Audits – use of the PDCA loop.  
BRC Compliance Audits – what to look including statement of intents.

### Competency Assessment – Translating Theory into Practice:

Case studies are used extensively as part of the formative assessment process for each of the 4 types of audits required.

### Certification

Successful candidates will be awarded a certificate from **The Wareham Group**, indicating successful completion of the course.

### Prior Experience & Learning

Candidates must have attended and successfully completed training in:

- BRC IoP Standard Implementation Best Practice
- BRC IoP Risk Assessment/HACCP



# CONSULTING, FACILITATION & TRAINING