

# Level 3 Award in Effective Auditing and Inspection

**Duration** 1 day

## **Target Audience**

This qualification is aimed at supervisors, team leaders, chefs, QA staff and managers working in a variety of industries where verification, auditing (including internal auditing and supplier auditing) or inspection is undertaken. Industries may include all sectors of the food industry, consumer products, hospitals, laboratories, pharmaceuticals, warehousing and retail. The qualification is also suitable for student environmental health officers.

## **Course Description**

This qualification will provide learners with theoretical knowledge on how to effectively carry out audits/inspections, including: the purpose of audits/inspections and the role of the auditor/inspector, how to methodically approach the planning of audits/inspections, how to collect and analyse data and the purpose and content of an audit/inspection report..

## **Learning Outcomes**

On completion of this course, learners will understand:

- The importance of undertaking effective auditing/inspection
- The competencies and characteristics of an effective auditor/inspector
- The importance of a planned approach to conducting effective audits/inspections
- How to analyse and use evidence collected to inform the audit/inspection process

**Assessment** – This qualification is assessed by a multiple-choice examination.