



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Environmental Auditing

Custom Courses / Health, Safety and Environment (HSE)

Unit Standard AATICD-0312 · NQF Level 5 · 10 Credits · 5 Days

COURSE OVERVIEW

This course equips learners with the knowledge and skills to plan, conduct, and report on environmental audits in a workplace context. It focuses on evaluating compliance with environmental legislation, identifying environmental risks and impacts, and recommending corrective actions to improve environmental performance.

Category	Custom Courses
Subfield	Health, Safety and Environment (HSE)
Unit Standard	AATICD-0312
Accreditation	SAQA Accredited · NQF Level 5 · 10 Credits
Duration	5 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply the principles and types of environmental auditing to plan an audit.
- Analyse environmental legislation and organisational policies to determine audit criteria.
- Evaluate evidence and observations to identify environmental non-conformances and risks.
- Design audit checklists and sampling plans to ensure effective data collection.
- Demonstrate the ability to conduct an environmental audit in a professional and ethical manner.
- Implement corrective action plans and report audit findings to stakeholders.

WHO SHOULD ATTEND

- This course is ideal for environmental officers, health and safety practitioners, compliance managers, and anyone responsible for monitoring and improving environmental performance within their organisation.

COURSE OUTLINE

Day 1: Introduction to Environmental Auditing

- Definition and objectives of environmental auditing
- Types of audits: compliance, performance, and due diligence
- Overview of relevant legislation: NEMA, NEM:AQA, NEM:WA, and regulations
- International standards: ISO 14001 and ISO 19011
- Roles and responsibilities of auditors and auditees
- Ethical principles and professional conduct
- Introduction to the audit process: stages and phases

Day 2: Audit Planning and Preparation

- Defining audit criteria, scope, and objectives
- Gathering and reviewing documentation: permits, policies, procedures
- Identifying environmental aspects and impacts (significance)
- Risk-based approach to audit planning
- Developing audit checklists and sampling plans
- Pre-audit visit and opening meeting
- Audit team selection and roles

Day 3: Conducting On-Site Audits

- On-site audit techniques: interviews, observation, and document review
- Evidence collection and verification methods
- Sampling techniques and statistical considerations
- Managing audit trails and non-conformances
- Communicating with auditees during the audit
- Handling difficult situations and conflicts
- Daily audit team meetings and progress updates

Day 4: Audit Reporting and Follow-Up

- Audit reporting formats and content
- Classification of findings: major, minor, observation
- Writing effective non-conformance reports
- Developing corrective and preventive action plans
- Closing meeting: presenting findings and conclusions
- Follow-up audits and verification of corrective actions
- Record keeping and document control

Day 5: Advanced Auditing and Integration

- Advanced audit techniques: data analysis, root cause analysis
- Integration of EMS with quality and safety management systems (ISO 9001, ISO 45001)
- Auditing for sustainability and corporate social responsibility
- Emerging trends in environmental auditing (e.g., carbon footprints)
- Practical audit simulation: planning, conducting, reporting
- Peer review and feedback
- Personal action plan for implementing auditing skills

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **10 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 17,700.00	R 17,700.00
1	In-House	R 23,100.00	R 23,100.00
1	On-Campus (Pretoria)	R 26,700.00	R 26,700.00

UPCOMING SESSIONS

Start	End	Method	Venue
05 Oct 2026	09 Oct 2026	On-Campus	Kigali, Rwanda
05 Oct 2026	09 Oct 2026	On-Campus	Bangkok, Thailand
05 Oct 2026	09 Oct 2026	On-Campus	Lusaka, Zambia
05 Oct 2026	09 Oct 2026	Online	—
05 Oct 2026	09 Oct 2026	On-Campus	Windhoek, Namibia
05 Oct 2026	09 Oct 2026	On-Campus	Nairobi, Kenya
05 Oct 2026	09 Oct 2026	On-Campus	Mbabane, Eswatini
12 Oct 2026	16 Oct 2026	On-Campus	London, UK

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

- 1. Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard AATICD-0312) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
- 2. Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
- 3. Apply by phone or WhatsApp:** call **+27 12 004 8389** or WhatsApp **+27 65 077 6310** and we will prepare your quotation and reserve your seats.
- 4. Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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