



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

Internal Auditor Training

Custom Courses / Security Management

Unit Standard AATICD-0342 · NQF Level 5 · 10 Credits · 5 Days

COURSE OVERVIEW

This comprehensive internal auditor training course equips participants with the skills to plan and conduct internal audits effectively. It covers audit principles, risk-based auditing, evidence collection, and reporting, enabling learners to add value to their organisations by improving governance and control processes.

Category	Custom Courses
Subfield	Security Management
Unit Standard	AATICD-0342
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 code of ethics of internal auditing to real-world scenarios.
- Analyze business processes to identify key risks and control objectives.
- Evaluate audit evidence to form sound conclusions and recommendations.
- Design and implement a risk-based internal audit plan for a specific area.
- Demonstrate effective communication skills in audit interviews and reporting.
- Implement follow-up procedures to verify the implementation of audit recommendations.

WHO SHOULD ATTEND

- This course is designed for professionals who are new to internal auditing or who wish to formalise their auditing skills, including finance staff, quality assurance personnel, and operational managers.

COURSE OUTLINE

Day 1: Foundations of Internal Auditing

- Definition and scope of internal auditing
- The International Professional Practices Framework (IPPF)
- Code of Ethics and professional conduct
- Types of audits (financial, operational, compliance, IT)
- Organisational structure and the internal audit function
- Introduction to corporate governance (King IV)
- The audit committee and internal audit relationship
- Overview of the audit process (planning, fieldwork, reporting, follow-up)

Day 2: Risk-Based Audit Planning and Audit Universe

- Risk management fundamentals (identification, assessment, response)
- The audit universe and risk assessment techniques
- Developing the annual audit plan
- Resource allocation and scheduling
- Coordinating with other assurance providers
- Using risk registers and heat maps
- Practical exercise: building a simple audit universe

Day 3: Audit Execution and Evidence Gathering

- Audit programmes and procedures
- Evidence types and characteristics (sufficiency, relevance, reliability)
- Sampling methods (statistical and non-statistical)
- Interviewing techniques and communication skills
- Walkthroughs, observation, and analytical procedures
- Working paper preparation and documentation standards
- Identifying and documenting audit findings
- Common pitfalls in evidence gathering

Day 4: Data Analytics and Reporting in Internal Audit

- Introduction to data analytics in auditing (e.g., Excel, ACL, IDEA)
- Data extraction, cleansing, and analysis techniques
- Using analytics for risk assessment and fraud detection
- Report writing best practices
- Developing actionable recommendations
- Management action plans and follow-up procedures
- Communication and presentation skills for audit results
- Case study: reviewing a data analytics output

Day 5: Professionalism, Ethics, and Continuous Improvement

- Ethics and independence in practice
- Quality assurance and improvement programmes (QAIP)
- Continuous professional development (CPD)
- Emerging trends in internal auditing (e.g., agile auditing, cybersecurity)
- The future role of internal auditors
- Group simulation: conducting a mini-audit from planning to reporting

- Course review and assessment

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
24 Aug 2026	28 Aug 2026	On-Campus	Victoria Falls, Zimbabwe
24 Aug 2026	28 Aug 2026	On-Campus	Bangkok, Thailand
31 Aug 2026	04 Sep 2026	On-Campus	Lusaka, Zambia
31 Aug 2026	04 Sep 2026	On-Campus	London, UK
07 Sep 2026	11 Sep 2026	On-Campus	Mauritius
07 Sep 2026	11 Sep 2026	On-Campus	Pretoria, South Africa
07 Sep 2026	11 Sep 2026	On-Campus	Abu Dhabi, UAE
07 Sep 2026	11 Sep 2026	On-Campus	Harare, Zimbabwe

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-0342) 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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