CQI and IRCA Certified ISO/IEC 27001:2022 Lead Auditor

Duration 5 Days (08.30 – 18.00)

COURSE AGENDA

Day 1

Time	Topic
08.30	▪ Benefits to you, welcome and introductions ▪ Course aims, objectives and structure **KNOWLEDGE** ▪ First, second and third party audits ▪ Audit process ▪ Audit objectives, scopes and criteria's ▪ Audit resources ▪ Roles and responsibilities and confidentiality ▪ Audit methods ▪ Stage 1 audit ▪ Stage 2 audit ▪ Audit plan ▪ Work documents ▪ Opening meeting ▪ Audit evidence ▪ Effective communication ▪ Audit findings ▪ Audit meetings ▪ Closing meeting ▪ Audit reports ▪ Audit follow-Up ▪
17.30	**Close day 1**

Day 2

Time	Topic
08.30	▪ Day 1 review **KNOWLEDGE continued** ▪ Purpose and business benefits of an ISMS ▪ Terminology ▪ Plan-Do-Check-Act ▪ ISMS context ▪ Role of the auditor ▪ ISMS documentation

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	SKILLS
	▪ Initiating the audit ▪ Document review ▪ Audit plan ▪ Work documents ▪ Opening meeting ▪ Observations ▪ Auditing 'Top management'
18.00	**Close day 2**

Day 3

Time	Topic
08.30	▪ Specimen exam: Sections 1 and 2 review **SKILLS** ▪ Auditing 'Context' ▪ Auditing 'Actions to address risks and opportunities' ▪ Tutorial on body language ▪ Audit trails ▪ Auditing 'Objectives, resource and competence' ▪ Auditing 'Operations and monitoring….' ▪
18.00	**Close day 3**

Day 4

Time	Topic
08.30	▪ Specimen exam: Section 3 review **SKILLS** ▪ Auditing 'Continual improvement' ▪ Nonconformities ▪ Closing meeting ▪ Audit report ▪ Audit follow-up ▪ Specimen exam: Section 4
18.00	**Close day 4**

Day 5

Time	Topic
08.15	▪ Hand in homework – audit report ▪ The certification and accreditation process, the role of CQI and IRCA, the CQI and IRCA auditor certification requirements and code of conduct ▪ Final questions/final revision ▪ Evaluation ▪ Introduction/readiness to the exam4
10.30	Exam
12.30	**End of course**