# Internal Auditor Training for ISO 22000:2018 Training Course

Professional Development Training Course Outline

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|---|---|---|---|
| **Category** | Food processing and Technology | **Duration** | 5 Days |
| **Base Fee** | $1,500 USD | **Delivery Mode** | Online / On-site Hybrid |

## Course Introduction

Internal Auditor Training for ISO 22000:2018 Training Course is designed to equip professionals with the critical skills and knowledge required to conduct effective food safety management system (FSMS) audits. This program integrates international food safety standards, internal auditing principles, and risk-based thinking to build competence in identifying nonconformities, ensuring compliance, and improving operational performance. Participants will gain expertise in interpreting ISO 22000:2018 requirements, developing audit checklists, and conducting systematic audits that align with global best practices. The training emphasizes real-world applications, industry-driven scenarios, and evidence-based auditing techniques.

This course is tailored for individuals seeking to enhance their understanding of ISO 22000:2018 and improve their auditing capabilities within food manufacturing, processing, and supply chain environments. By mastering the principles of food safety internal auditing, participants will contribute to organizational compliance, regulatory alignment, and customer trust. The training addresses trending challenges such as food fraud prevention, traceability, risk communication, and continual improvement, positioning participants as competent internal auditors ready to deliver impactful results within the food industry.

## Programme Curriculum

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**Course Objectives**

1. Interpret the ISO 22000:2018 standard requirements with practical auditing applications.
2. Understand the principles and purpose of food safety management systems.
3. Develop skills for planning and executing internal audits effectively.
4. Identify risks, opportunities, and food safety hazards in the auditing process.
5. Create and manage audit checklists aligned with ISO 22000:2018.
6. Evaluate compliance with food safety standards and statutory requirements.
7. Gain competence in evidence collection and objective reporting.
8. Apply corrective action and continual improvement methodologies.
9. Enhance communication skills for audit interviews and reporting.
10. Understand audit ethics, impartiality, and confidentiality.
11. Conduct risk-based audits using trending food safety practices.
12. Document and present clear audit findings to stakeholders.
13. Strengthen confidence to perform effective internal audits within organizations.

**Organizational Benefits**

- Strengthens compliance with ISO 22000:2018 standards.
- Improves food safety performance across processes.
- Enhances internal audit competence and effectiveness.
- Promotes continual improvement and risk-based decision-making.
- Builds customer confidence and trust in products.
- Reduces risks of food safety incidents and recalls.
- Enhances regulatory compliance and readiness for certification audits.
- Develops internal capacity to manage audits cost-effectively.
- Improves documentation and traceability systems.
- Promotes a culture of accountability and food safety excellence.

**Target Audiences**

1. Food Safety Officers
2. Quality Assurance Managers
3. Production Supervisors

4. Internal Auditors
5. Supply Chain Managers
6. Compliance Officers
7. HACCP Team Leaders
8. Food Industry Consultants

**Course Duration**: 5 days

**Course Modules**

**Module 1: Introduction to ISO 22000:2018 and FSMS**

- Overview of ISO 22000:2018 framework
- Purpose of Food Safety Management Systems
- Benefits of implementing FSMS in organizations
- Key changes from earlier ISO versions
- Risk-based approach and food chain interactions
- Case study on food safety compliance gaps

**Module 2: Principles of Internal Auditing**

- Internal audit definitions and concepts
- Types of audits: compliance, process, and risk-based
- Role of the internal auditor in FSMS
- Audit ethics, impartiality, and confidentiality
- Evidence-based auditing techniques
- Case study on ethical dilemmas in audits

**Module 3: Audit Planning and Preparation**

- Establishing audit objectives and scope
- Preparing audit plans and checklists
- Resource allocation for audits
- Pre-audit documentation review
- Communication with auditees before audits
- Case study on audit planning errors

**Module 4: Conducting the Audit**

- Techniques for opening meetings
- Effective audit interview methods
- Observations, sampling, and data verification
- Identifying nonconformities and opportunities for improvement

- Managing time during audits
- Case study on conducting on-site audits

**Module 5: Reporting Audit Findings**

- Structuring audit reports for clarity
- Writing objective, evidence-based findings
- Categorizing nonconformities (major/minor)
- Communicating audit outcomes to stakeholders
- Follow-up reporting and documentation
- Case study on poor audit reporting

**Module 6: Corrective Actions and Continual Improvement**

- Defining corrective and preventive actions
- Root cause analysis methods
- Monitoring corrective action effectiveness
- Using audit results for continual improvement
- Linking corrective actions to risk management
- Case study on failed corrective action

**Module 7: Food Safety Risk Assessment in Audits**

- Identifying food safety hazards and risks
- Risk communication strategies
- Application of HACCP in internal audits
- Evaluating supplier and process risks
- Managing emerging risks in the food industry
- Case study on risk-based audit findings

**Module 8: Final Audit Review and Closing**

- Conducting closing meetings professionally
- Managing disagreements with auditees
- Finalizing audit documentation
- Audit team discussions and consensus
- Preparing for external certification audits
- Case study on final audit evaluation

**Training Methodology**

- Interactive classroom lectures and discussions
- Group exercises and practical workshops
- Role-play simulations of audit interviews
- Case study analysis of real-world scenarios
- Mock audits and report writing practice
- Continuous feedback and performance evaluation

**Register as a group from 3 participants for a Discount**

**Send us an email: info@fineskilltrainingcenter.org or call** *+254769199797*

***Certification***

*Upon successful completion of this training, participants will be issued with a globally- recognized certificate.*

***Tailor-Made Course***

*We also offer tailor-made courses based on your needs.*

**Key Notes**

**a.** The participant must be conversant with English.

**b.** Upon completion of training the participant will be issued with an Authorized Training Certificate

**c.** Course duration is flexible and the contents can be modified to fit any number of days.

**d.** The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

**e.** One-year post-training support Consultation and Coaching provided after the course.
**f.** Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

## Upcoming Scheduled Sessions

| Start Date | End Date | Location | Price |
|---|---|---|---|
| **23 Nov 2026** | 27 Nov 2026 | Online | $1,000 |
| **23 Nov 2026** | 27 Nov 2026 | Physical | $1,500 |
| **23 Nov 2026** | 27 Nov 2026 | Physical | $3,000 |

| Start Date | End Date | Location | Price |
|---|---|---|---|
| **23 Nov 2026** | 27 Nov 2026 | Physical | $3,000 |
| **23 Nov 2026** | 27 Nov 2026 | Physical | $6,000 |
| **23 Nov 2026** | 27 Nov 2026 | Physical | $4,500 |
| **23 Nov 2026** | 27 Nov 2026 | Physical | $6,000 |
| **23 Nov 2026** | 27 Nov 2026 | Physical | $6,000 |

Ready to enroll or request a customized program? Book online or contact us:

**Register Online Now**

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com