

Available Training Programmes under HKTIC

4 Internal Audit

This course is suitable for Auditors, Supervisors, Managers

The one-day course covers all aspects of performing audits in the laboratory, including scope, preparation for the audit, audit schedules, auditing (questioning techniques, witnessing demonstrations), audit report preparation, closing the audit, review and action plan. Exercises are included. On completion of this course the participant will be able to perform internal audits independently.

The course is delivered by an experienced laboratory management professional with extensive supervisory experience in a HOKLAS accredited laboratory.