



LABORATORY EXCELLENCE, SAFETY AND ACCREDITATION

Leading an ISO/IEC 17025 Audit Team

3 day course

Classroom, online or in-house

Course overview

Leading an audit is a different job from conducting one: the lead plans the programme, allocates the work, holds the team to evidence, and manages the relationship with a laboratory that would rather the audit went well than went honestly. This course covers that role. Delegates work through audit programme planning and risk based scheduling, building and briefing a team, opening and closing meetings, and the judgement of grading a finding consistently across auditors who see things differently. Substantial attention goes to the difficult conversations: a finding against a senior technical signatory, a laboratory disputing evidence, and a corrective action that closes a symptom rather than a cause.

What you will learn

- Plan an audit programme and schedule it against risk
- Build, brief and allocate work across an audit team
- Run opening and closing meetings that set the right expectations
- Hold a team to evidence rather than impression
- Grade findings consistently across different auditors
- Handle disputes and findings against senior staff
- Evaluate a corrective action for whether it addresses the cause

Who should attend

- Lead auditors and audit programme managers
- Quality managers running an internal audit programme
- Experienced internal auditors moving into team leadership
- Technical managers participating in audits
- Accreditation body assessors

Course outline

- 01 The lead auditor role against the auditor role
- 02 Audit programme planning and risk based scheduling
- 03 Team selection, briefing and work allocation
- 04 Opening and closing meetings
- 05 Evidence discipline across a team
- 06 Grading findings consistently
- 07 Disputes and findings against senior staff
- 08 Evaluating corrective action for cause rather than symptom

Upcoming dates

Dates	Venue	Format	Fee per delegate
30 September to 2 October 2026	Durban, South Africa	Classroom	R14,950
7 to 9 October 2026	Kampala, Uganda	Classroom	USD 995
19 to 21 October 2026	Gaborone, Botswana	Classroom	R14,950
24 to 26 February 2027	Online	Online	R6,500



Fees and how to register

This 3 day course is **R6,500** per delegate online, **R14,950** in the classroom in South Africa, Botswana, Namibia, Lesotho and Eswatini, and **USD 995** in the classroom elsewhere in Africa. In-house training is quotation on request. Book 2 or more delegates on this course and save 10%.

To register or request an in-house proposal, visit www.afrisciencegroup.com, email info@afiscience.co.za, or WhatsApp us on **+27 63 479 1136**.

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