



HS335K: Security Audit and Inspection

Training Description:

Every workplace and organisation requires security audit and inspection, and the necessity of maintaining a safe work environment cannot be stressed. A risky work environment can have disastrous consequences, resulting in accidents, injuries, and even fatalities. As a result, safety audits and inspections are essential for guaranteeing workplace safety at all times. The information below describes what security audits and inspections are, how to conduct an effective security audit, and why security audits and inspections are so important.

Training Designed for:

This course is intended for All Safety Professionals, Safety Committee Members, Managers, Supervisors and Heads of department, Technicians and competent personnel and Security personnel.

Training Requirement:

“Hand’s on practical sessions, equipment and software will be applied during the course if required and as per the client’s request.”

Contents can be adapted to your specific wishes. It is therefore possible to focus on specific modules of the training course as per client’s learning needs and objectives. Further, it should be forwarded to us a month prior to the course dates.

Training Program:

FIVE DAYS:

- ❖ Introduction to Security Audits/Inspections-terms and definitions
- ❖ How are audit and inspection different?
- ❖ What is the meaning of inspection?
- ❖ What is the meaning of Audit?
 - **Purpose** - Inspections assess if the safety processes effectively ensure the health and safety of the organization’s team members and make workplace incident reports. An audit is a more in-depth examination of how the company manages team members’ health and safety.
 - Example:
 - **Inspections focus on what, audits focus on why** - For example, a person needs to inspect equipment twice a week. This work is termed inspection. It is done based on a binary question which will get a straightforward “yes/no” response. This is an inspection. For audit, the organization may carry out an annual audit to ensure 100% compliance with the requirement to inspect the equipment. This one has various layers. It requires exploratory reviews involving risk assessments, training records, documentation, supplier reviews, equipment analysis, nonconformities etc. his is an audit.
So, while an inspection is a simple ‘what,’ audits go many levels deeper to uncover the ‘why.’
 - **Area of focus** - Inspections focus on safety hazards in the work environment. An audit will focus on the processes employed by an organization to prevent these safety hazards and address worker safety issues.
- ❖ Legal Requirements
- ❖ Elements of Safety Management Systems

- ❖ Security Audits Protocol and techniques
- ❖ Security Inspection techniques
 - Level of complexity
- ❖ Conduct a site inspection
- ❖ Security Audit and Inspection report writing
 - Inspections create actions, audits create recommendations
 - Inspections are quantitative, audits are qualitative
- ❖ Developing and implementing recommendations and control measures
 - Action vs Process
- ❖ The Outcomes
- ❖ Course Conclusion
- ❖ POST-ASSESSMENT and EVALUATION

Training Methodology:

This interactive training course includes the following training methodologies as a percentage of the total tuition hours:

- 30% Lectures, Concepts, Role Play
- 70% Workshops & Work Presentations, Techniques, Based on Case Studies & Practical Exercises, Gamification, Software & General Discussions
- Pre and Post Test

Training Certificate(s):

CMCT Internationally recognized certificate(s) will be issued to each participant who completed the course.

Training Fees:

TBA as per the course location - This rate includes participant's manual, hand-outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Note: The 5% VAT (Value Added Tax), will be effective starting 01st of January 2018 as per the new regulation from the UAE Government. The VAT applies for all quotation both for local and abroad.

Training Timings:

Daily Timings:

07:45 - 08:00	Morning Coffee / Tea
08:00 - 10:00	First Session
10:00 - 10:20	Recess (Coffee/Tea/Snacks)
10:20 - 12:20	Second Session
12:20 - 13:00	Recess (Prayer Break & Lunch)
13:00 - 14:00	Last Session

For training registrations or in-house enquiries, please contact:

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