COURSE BROCHURE

Managing the Internal Audit Function

An advanced program for chief audit executives and audit managers on building and leading the function, from charter, strategy and resourcing to quality and board reporting.

Code	HT-AUD-110
Category	Audit & Internal Control
Duration	2 weeks
Level	Advanced

Introduction

Strong auditors who step up to head the function find success is no longer judged by a single engagement, but by building a team, a methodology and relationships the board and management trust.

Objectives

- Define the function's mandate, charter and reporting lines in a way that protects independence
- Set a strategy for the function tied to organizational priorities and stakeholder expectations
- Plan resources and competencies and choose a suitable sourcing model
- Build a quality assurance and improvement program and measures of function performance
- Manage relationships with the board, senior management and other assurance providers

Who should attend

- Chief audit executives and their deputies
- Audit managers in line to lead the function
- Officials establishing audit units in newly formed government entities
- Quality and methodology managers in large audit departments

Skills you will develop

- Audit function strategy
- Resource and competency management
- Audit quality management
- Board communication

Learning Outcomes

- Prepare an internal audit charter aligned with the Global Standards
- Build a team competency matrix with a plan to close gaps and source expertise
- Design a quality program covering internal and external assessments and performance indicators
- Prepare a three-year strategic plan for the function with a sample board report

Course Outline

Day 1: Mandate, Charter and Positioning

- The Global Internal Audit Standards domains on governing and managing the function

- Drafting the charter and setting functional and administrative reporting lines
- Safeguards for independence and handling roles outside audit

Day 2: Strategy for the Function

- Understanding the expectations of the board, senior management and stakeholders
- Setting the function's vision, strategic objectives and initiatives
- Aligning audit strategy with organizational strategy and risk

Day 3: Structure and Sourcing Models

- Structuring the function for the organization's size and complexity
- In-house, co-sourced and outsourced models: benefits and risks
- Managing external service providers and overseeing the quality of their work

Day 4: People and Competencies

- A competency framework and skills matrix for the team
- Recruitment, professional development and rotation
- Appraising auditors and retaining top talent

Day 5: Resources, Budget and Planning

- Linking the risk-based plan to available resources and budget
- Managing a portfolio of advisory engagements alongside assurance work
- Tracking plan delivery and informing the board of resource limits and their impact

Day 6: Methodology and the Audit Manual

- Components of an audit manual from planning to follow-up
- Standard templates for working papers and reports, and review levels
- Updating the methodology as standards and topical requirements change

Day 7: Technology and Data in the Function

- Audit management systems and workflow automation
- Building a data analytics capability within the function step by step
- Continuous auditing and continuous monitoring, and the limits of each

Day 8: Quality and Performance Measurement

- The quality assurance and improvement program: ongoing monitoring and periodic assessments
- Preparing for the independent external assessment and acting on its results
- Function performance indicators and auditee satisfaction surveys

Day 9: Coordinated Assurance and Board Reporting

- The assurance map and coordination with risk, compliance and the external auditor

- Relying on the work of other assurance providers and the conditions for doing so
- Periodic reporting to the board and audit committee and the overall opinion on control

Day 10: Leading Development and the Function Plan

- Leading the function's transformation and managing the relationship with executives
- A roadmap to raise the function's maturity over the coming years
- Applied project: a strategic plan for an internal audit function covering charter, resources, quality program and a board report, presented to a mock committee

Training methodology

A self-assessment of each participant's own function that anchors the work across both weeks
Case studies of audit functions at different stages of maturity
A simulated meeting between the chief audit executive and the audit committee on resources and independence
Workshops building the charter, competency matrix and assurance map

Certification

Participants receive a Harbor Training Center certificate of attendance on completing the course.

Upcoming dates

City	Dates	Language	Fee
Istanbul	12 – 23 April 2027	AR	EUR 8,300
Dubai	19 – 30 April 2027	EN	EUR 7,800
London	26 April 2027 – 7 May 2027	AR	EUR 9,300
Amsterdam	3 – 14 May 2027	AR	EUR 9,300
Online	10 – 21 May 2027	EN	EUR 3,000
Istanbul	11 – 22 October 2027	EN	EUR 8,300
Dubai	18 – 29 October 2027	AR	EUR 7,800
London	25 October 2027 – 5 November 2027	EN	EUR 9,300
Amsterdam	1 – 12 November 2027	EN	EUR 9,300

Fees are per participant.

Contact us

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To register and for details, scan the code or visit:

https://harbor4training.com/en/courses/internal-audit-function-management