



LABORATORY TRAINING

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
10 to 12 September 2026	Accra, Ghana	Classroom	R11,995
28 to 30 September 2026	Accra, Ghana	Classroom	R11,995
12 to 14 October 2026	Cape Town, South Africa	Classroom	R11,995
31 October to 2 November 2026	Pretoria, South Africa	Classroom	R11,995



Fees and how to register

Online **from R6,500** per delegate, classroom **from R11,995** per delegate, 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@afri-science.co.za, or WhatsApp us on **+27 63 479 1136**.

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