

Guidance notes regarding internal audits for auditor certification

Internal audits submitted for auditor certification should be full system audits and should be supported by the following information:

1. An organisation structure diagram of the company showing the auditor's independence from the system being audited.
2. Each audit submitted must demonstrate that the group/division being audited is independent and autonomous and that the auditor had no part in the creation of the system.
3. A sample audit report.

NB. These guidance notes do not apply to applicants for the grade of Internal Auditor.

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