Information Security Management Systems (ISMS) Auditor/Lead Auditor Training Course (BS ISO/IEC 27001:2013)

Course Description

Auditing is crucial to the success of any management system. As a result, it carries with it heavy responsibilities, tough challenges and complex problems. This five-day intensive course trains ISMS auditors to lead, plan, manage and implement an Audit Plan. It also empowers them to give practical help and information to those who are working towards certification and also provides the knowledge and skill required to carry out 2nd party auditing (suppliers and subcontractors).

Course Objectives and Benefits

Effective auditing helps to ensure that the measures you put in place to protect your organization and your customers are properly managed and achieve the desired result.

Explain the purpose and business benefits of:
- an ISMS;
- of ISMS standards;
- of management system audit;
- of third-party certification.
- Explain the role of an auditor to plan, conduct, report and follow up an Information Security MS audit in accordance with ISO 19011 (and ISO 17021 where appropriate).

Have the skills to:
- Plan, Conduct, Report
- And follow up an audit of an ISMS to establish conformity (or otherwise) with ISO/IEC 27001/2, ISO 19011 (and ISO 17021 where appropriate).

Intended Audience

- Those wishing to Lead audits of Information Security Management System (ISMS) in accordance with ISO 27001:2013 (either as a 2nd party, or 3rd party auditor)
- Those wishing to learn about effective audit practices
- Existing information security auditors who wish to expand their auditing skills
- Consultants who wish to provide advice on ISO 27001:2013 ISMS Auditing
- Security and quality professionals

Course Duration : 5 Days - Exam on last day

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Prerequisites

Delegates are expected to have the following prior knowledge:

Management systems

Understand the Plan-Do-Check-Act (PDCA) cycle.

Information security management (Knowledge of the following information security management principles and concepts):

- Awareness of the need for information security;
- the assignment of responsibility for information security;
- incorporating management commitment and the interests of stakeholders;
- enhancing societal values;
- using the results of risk assessments to determine appropriate controls to reach acceptable levels of risk;
- incorporating security as an essential element of information networks and systems;
- the active prevention and detection of information security incidents;
- ensuring a comprehensive approach to information security management;
- continual reassessment of information security and making of modifications as appropriate.

ISO/IEC 27001

Knowledge of the requirements of ISO/IEC 27001 (with ISO/IEC 27002) and the commonly used information security management terms and definitions, as given in ISO/IEC 27000.

It is therefore recommended that delegates attend the BSI 'Requirements of ISO/IEC 27001' Training Course, prior to attending this course. It would also be beneficial to have been involved in, or preferably undertaken, ISMS Audits before attending this course.

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Course Programme

Day 1

Time	Topic
08.30	Benefits to you, Welcome and Introductions
	Course Aims, Objectives and Structure
	KNOWLEDGE
	First, Second & Third Party Audits
	Audit Process
	Audit Objectives, Scopes & Criteria's
	Audit Resources
	Roles & Responsibilities & Confidentiality
	Audit Methods
	Stage 1 Audit
	Stage 2 Audit
	Audit Plan
	Work Documents
	Opening Meeting
	Audit Evidence
	Effective Communication
	Audit Findings
	Audit Meetings
	Closing Meeting
	Audit Reports
	Audit Follow-Up
	Close Day 1

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Day 2

Time	Topic
08.30	Day 1 review
	KNOWLEDGE continued
	Purpose & Business Benefits of an ISMS
	Terminology
	Plan-Do-Check-Act
	ISMS Context
	Role of the Auditor
	ISMS Documentation
	SKILLS
	Initiating the Audit
	Document Review
	Audit Plan
	Work Documents
	Opening Meeting
	Observations
	Auditing 'Top Management'
18.00	Close Day 2

Day 3

Time	Topic
08.30	Specimen Exam: Sections 1 & 2 Review
	SKILLS
	Auditing 'Context'
	Auditing 'Actions to address risks and opportunities'
	Tutorial on body language
	Questions & Evidence
	Auditing 'Objectives, Resource and Competence'
	Auditing 'Operations and Monitoring….'
18.00	Close Day 3

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Day 4

Time	Topic
08.30	Specimen Exam: Section 3 Review
	SKILLS
	Auditing 'Continual Improvement'
	Nonconformities
	Closing Meeting
	Audit Report
	Audit Follow-Up
	Specimen Exam: Section 4
18.00	Close Day 3

Day 5

Time	Topic
08.00	Hand in homework – audit report
	The certification and accreditation process, the role of IRCA, the IRCA ISMS auditor certification requirements and code of conduct
	Final questions/final revision
	Evaluation
	Introduction/readiness to the exam
	Exam
	End of Course

Two short breaks will be taken at suitably convenient times in the morning and afternoon. Forty five minutes will be given for a lunch break. Additional breaks may be taken as long as agreed by delegates and tutor, and all learning objectives are met.

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