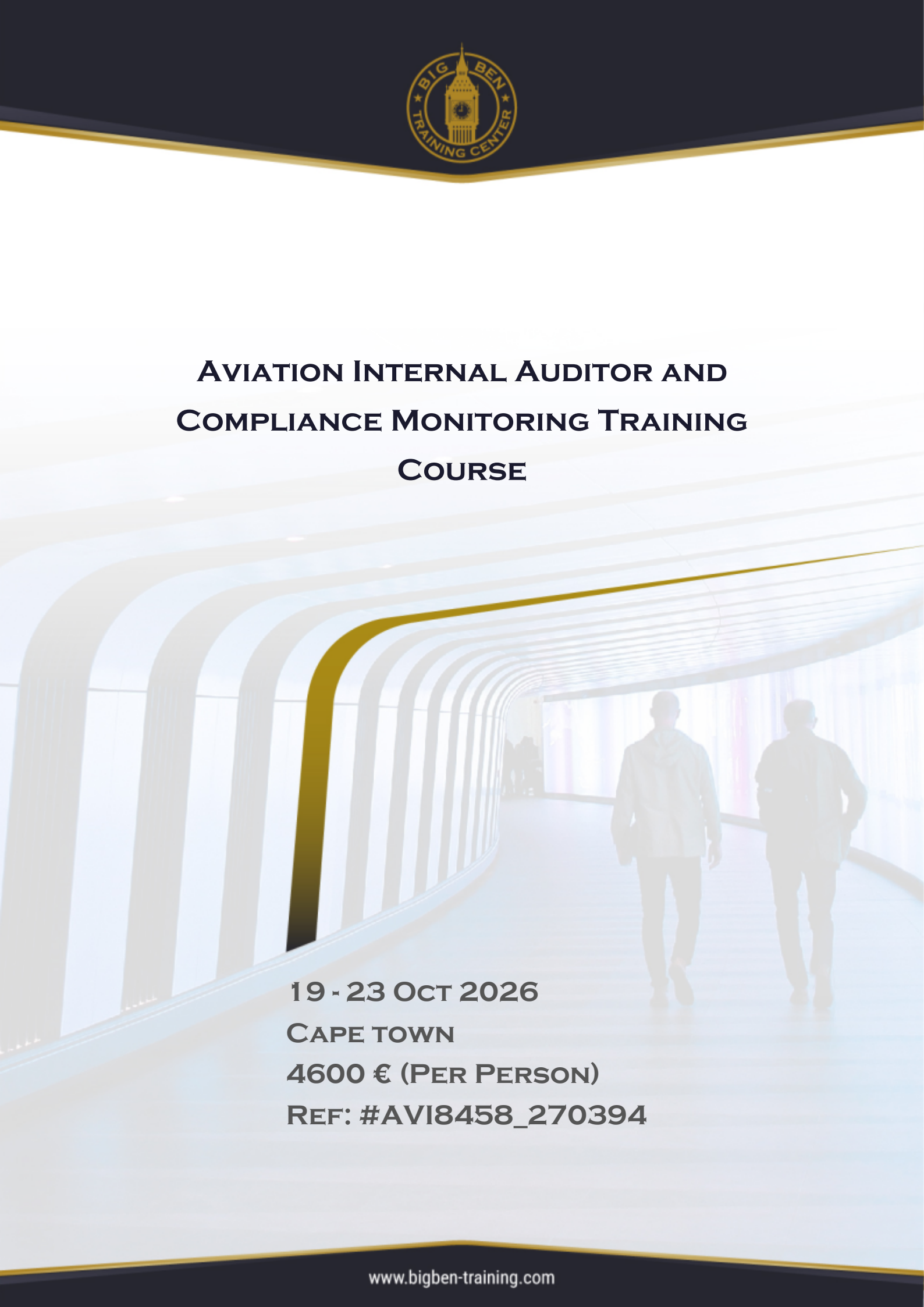
Aviation Internal Auditor and Compliance Monitoring Training Course



19 - 23 Oct 2026

Cape town

4600 € (Per Person)

Ref: #AVI8458_270394

Course Introduction / Overview:

This comprehensive course provides a deep dive into the critical functions of internal auditing and compliance monitoring within the complex aviation industry. It is designed to equip participants with the theoretical knowledge and practical skills required to conduct effective audits that enhance safety, ensure regulatory adherence, and drive continuous improvement. The curriculum moves beyond simple checklist auditing, focusing on a risk-based approach to identify systemic vulnerabilities and strengthen Safety Management Systems (SMS). As discussed by experts like Richard H. Wood in his seminal work "Aviation Safety Programs: A Management Handbook," a proactive safety culture is paramount, and this course emphasizes the auditor's role in fostering that culture. Participants will explore the intricate web of international and national regulations, including ICAO standards and EASA/FAA requirements. At BIG BEN Training Center, we have structured this program to transform attendees into confident and competent aviation auditors, capable of adding significant value to their organizations by ensuring robust aviation quality assurance and compliance management systems are not only in place but are also effective in practice.

Target Audience / This training course is suitable for:

- Quality Assurance Managers and Personnel.
- Safety Managers and Safety Officers.
- Aviation Internal and External Auditors.
- Compliance Monitoring Managers and Staff.
- Airline and Airport Operations Managers.
- Maintenance and Engineering Post Holders.
- Regulatory Affairs Specialists.
- Civil Aviation Authority Inspectors and Staff.

Target Sectors and Industries:

- Airlines and Commercial Air Operators.
- Airport Authorities and Operators.
- Maintenance, Repair, and Overhaul (MRO) Organizations.
- Ground Handling and FBO Service Providers.
- Air Navigation Service Providers (ANSPs).
- Aviation Training Organizations (ATOs).
- Governmental bodies, including Civil Aviation Authorities and military aviation units.
- Aircraft Manufacturing and Design Organizations.

Target Organizations Departments:

- Quality Assurance and Quality Control Departments.
- Safety Management and SMS Departments.
- Compliance and Regulatory Affairs Departments.
- Flight Operations and Crew Training.
- Maintenance and Engineering Departments.
- Ground Operations and Airport Services.
- Corporate Governance and Internal Audit.
- Security and Emergency Response Planning.

Course Offerings:

By the end of this course, the participants will have able to:

- Understand the international regulatory framework governing aviation safety and compliance.
- Develop a comprehensive, risk-based annual audit plan for an aviation organization.
- Master various audit techniques, including evidence gathering and effective interviewing.
- Execute all phases of an audit, from the opening meeting to the closing meeting.
- Write clear, concise, and objective non-conformance and observation reports.
- Conduct thorough root cause analysis to identify systemic issues behind audit findings.
- Evaluate the effectiveness of corrective and preventive action plans.
- Implement and manage a continuous compliance monitoring system.
- Assess and contribute to the improvement of an organization's safety culture.
- Prepare their organization for external audits such as IOSA or regulatory inspections.

Course Methodology:

The training methodology at BIG BEN Training Center is designed to be highly interactive, engaging, and practical, ensuring that participants can immediately apply their learning in a real-world aviation environment. We move beyond traditional lecture-based formats to create a dynamic learning experience. The course heavily relies on case studies drawn from actual aviation incidents and audit scenarios, allowing participants to analyze complex situations and develop problem-solving skills. Group exercises and workshops are integrated throughout the five days to foster collaboration and allow for the exchange of diverse perspectives. A significant portion of the training is dedicated to role-playing exercises, particularly for audit interviews and presenting findings, which builds confidence and hones communication skills. Participants will work on practical tasks such as developing audit checklists, writing non-conformance reports, and creating corrective action plans. Our expert instructors facilitate discussions, provide personalized feedback, and ensure that theoretical concepts of aviation regulatory compliance and safety management systems are firmly linked to their practical application in daily operations.

Course Agenda (Course Units):

Unit One: Foundations of Aviation Auditing and Compliance

- Introduction to Aviation Safety Management Systems (SMS).
- The Role of Quality and Compliance in Aviation.
- Understanding the Global Regulatory Framework (ICAO, EASA, FAA).
- Differentiating Between Quality Assurance and Quality Control.
- The Profile and Competencies of an Aviation Auditor.
- Principles of Auditing (ISO 19011).
- Introduction to Risk-Based Auditing Concepts.

Unit Two: Planning and Preparing for the Aviation Audit

- Developing the Annual Audit Program.
- Defining Audit Scope, Objectives, and Criteria.
- Selecting the Audit Team and Assigning Roles.
- Conducting the Desktop Audit and Document Review.
- Creating Effective and Practical Audit Checklists.
- The Audit Notification and Communication Process.
- Preparing the On-Site Audit Plan and Schedule.

Unit Three: Conducting the Audit and Gathering Evidence

- Conducting the Opening Meeting with Auditees.
- Effective Communication and Interpersonal Skills for Auditors.
- Audit Interviewing Techniques and Questioning Styles.
- Gathering and Verifying Audit Evidence.
- Observation, Sampling Techniques, and Tracing.
- Understanding and Applying Human Factors in Auditing.
- Managing Time and Overcoming Challenges During the Audit.

Unit Four: Audit Reporting and Corrective Action Management

- Classifying Audit Findings (Non-Conformity, Observation).
- Writing Clear, Factual, and Concise Audit Reports.
- Presenting Findings at the Closing Meeting.
- The Principles of Root Cause Analysis (RCA).
- Developing Effective Corrective Action Plans (CAPs).
- The Process of Follow-up and Verification Audits.
- Closing Out Non-Conformities and Documenting Actions.

Unit Five: Advanced Compliance Monitoring and Safety Culture

- Transitioning from Auditing to Continuous Monitoring.
- Key Performance Indicators (KPIs) for Compliance and Safety.
- The Auditor's Role in Assessing and Promoting Safety Culture.
- Auditing Specific Areas: Flight Operations, Maintenance, and Ground Handling.
- Preparing for and Managing External Regulatory Audits (e.g., IOSA).
- Integrating Audit Findings into the Safety Management System.
- Course Review, Final Assessment, and Open Forum.

FAQ:

Qualifications required for registering to this course?

There are no requirements.

How long is each daily session, and what is the total number of training hours for the course?

This training course spans five days, with daily sessions ranging between 4 to 5 hours, including breaks and interactive activities, bringing the total duration to 20 - 25 training hours.

Something to think about:

Beyond procedural checks, how can an internal auditor effectively measure and influence an organization's safety culture?

What unique qualities does this course offer compared to other courses?

This course distinguishes itself by adopting a holistic and forward-thinking approach to aviation auditing and compliance. While other programs may focus narrowly on the mechanics of checklist auditing, our curriculum integrates the critical, yet often overlooked, elements of human factors, risk management, and safety culture into every module. We teach participants not just how to find non-compliance, but how to understand its root causes within the organizational system. The emphasis is on transforming the audit function from a reactive, fault-finding exercise into a proactive, value-adding process that genuinely contributes to safety and operational excellence. The course content is deeply practical, utilizing real-world case studies and interactive role-playing scenarios that mirror the challenges auditors face daily. This ensures that learning is not purely theoretical but is directly applicable. By focusing on the development of analytical and interpersonal skills alongside technical knowledge, we empower participants to become trusted advisors who can effectively communicate with all levels of management and drive meaningful, sustainable improvements in their organization's safety performance and regulatory standing.