



THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF INDUSTRY AND TRADE
TANZANIA BUREAU OF STANDARDS (TBS)



ISO 9001:2015 Certified

Member of the International Standardization (ISO), Codex Alimentarius Commission (WHO/FAO), Agent for ISO and other National Standards Bodies

TRAINING COURSE ANNOUNCEMENT

COURSE TITLE: INTERNAL AUDIT FOR QMS BASED ON ISO 19011

Duration: Five working days (14th to 18th December, 2026)

Target participants: Personnel working in organizations, service provision, industries or any other individuals.

Course outline:

1. Concept of internal audit;
2. Importance of internal audit;
3. Audit principles as per ISO 19011;
4. Preparation and execution of internal audit;
5. Reporting of internal audit findings; and
6. Follow-up on corrective action.

Course presentation and methodology:

The course will be presented in Swahili or English languages, and will be delivered in an interactive tutor- trainee-led discussions, experience from trainees and group participation.

Benefits of the course

After successful completion of this course, participants will be able to:

- i) understand audit principles, methods and reporting techniques;
- ii) conduct internal audits;
- iii) prepare audit report; and
- iv) conduct follow-up audits.

Course assessment and awards:

A participant who attends the course, participates in group work, exercises and test and scores 60% and above of the final course evaluation shall be awarded a certificate of successful completion. Otherwise, a participant who scores less than 60% of the final course evaluation shall be awarded a certificate of attendance. In addition, participants will be

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provided with training materials for further reference. Full attendance of participants is required during the course.

Course fee:

The course fee is **TZS 750,000/- per person, non-refundable**. The fee shall cover tuition fee, stationeries, training materials, food and refreshments. Each applicant shall be responsible for his/her own travelling and accommodation expenses.

Mode of application:

Interested applicants are advised to apply for the course through email training@tbs.go.tz as early as possible since the maximum number of participants required is twenty-five (25) and provide the following information:

- i) Full name of applicant;
- ii) Region and district of applicant;
- iii) Contact (physical address/P. O. Box) of applicant;
- iv) Phone number and email address of applicant; and
- v) Organization name, contact (physical address/P. O. Box), region and district (if any).

Postponement and cancellation of training

If a participant fails to attend the training for any reason, the paid course fee will not be refunded. In case the Bureau postpones the training, the applicant will be informed **ten (10) days** before commencement of the training course together with re-scheduled date.

Training venue

The training will be conducted at **Dodoma - Tanzania**; however, training venue will be communicated to the registered applicants.

For enquiries, contact us through cell phone No. 0800110827 from Monday to Friday (08hr00AM – 04hr00PM).

Issued by;



Gladness H. Kaseka

Public Relations and Marketing Manager

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