



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: QUALITY MANAGEMENT SYSTEM (ISO 9001) - INTERNAL AUDITOR

Duration: Five (5) days (10th to 14th June, 2024)

Targeted participants: Personnel with knowledge of quality management system and working in organizations, service provision or industries.

Note: Participant shall have knowledge on ISO 9001 standard requirements.

Course outline

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

Benefits of the course

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

- Interpret requirements of the standards;
- Initiate and prepare audit activities;
- Execute internal audits;

TBS HEADQUARTERS
Physical Address
Tanzania Bureau of Standards
Ubungo, Morogoro Road /
Sam Nujoma Road
P. O. Box 9524
DAR ES SALAAM, TANZANIA
Tel. No: +255 22 245 0298/
+255 22 245 0206
Telefax: +255 22 2450959
Hotline: 0800110827
E-mail: info@tbs.go.tz
Website: <http://www.tbs.go.tz>
E-mail address for customer
complaints:
complaints@tbs.go.tz
Twitter: TBS_Tanzania
Instagram: tbs_Viwango

TBS CENTRAL
ZONE
Physical Address
Kambarage Tower
P.O. Box 2956
DODOMA,
TANZANIA
Tel. No:
+255 26 2520310

TBS LAKE
ZONE
Physical
Address
NSSF Building,
3rd Floor
P.O. Box 1814
MWANZA,
TANZANIA
Tel. No:
+255 28
2501127

TBS NORTHERN
ZONE
Physical Address
NSSF Mafao House
Building, 2nd Floor
P.O. Box 2399
ARUSHA,
TANZANIA
Tel. No:
+255 27 2520143

TBS SOUTHERN
HIGHLANDS
ZONE
Physical Address
NHIF Building,
7th Floor
P.O. Box 1674
MBEYA,
TANZANIA
Tel. No:
+255 25 2502848

TBS SOUTHERN
ZONE
Physical Address
MTUWASA
Building
P. O. Box 1396
MTWARA,
TANZANIA
Tel. No:
+255 23 2334477

TBS WESTERN
ZONE
Physical Address
NSSF Building
(Mafao
House), 2nd Floor
P. O. Box 1276
KIGOMA,
TANZANIA
Tel. No:
+255 28 2804023

All Correspondence should be addressed to the **DIRECTOR GENERAL**

- Document and report audit findings; and
- Conduct follow-up audits.

Course presentation and methodology

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

Course requirements

Every participant shall have a laptop or ipad.

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, shall be awarded a certificate of attendance. In addition, participant will be provided with training materials for further reference. Full attendance and participation are required during the course.

Course fee

The course fee is TZS 500,000/- per person for Tanzanians and USD 500 per person for foreigners, non-refundable.

Mode of application

Interested applicant is advised to apply for the course through email researchandtraining@tbs.go.tz and provide the following information:

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

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Mode of payment

Course fee shall be paid in full and once prior to the date of training. Government bill will be issued to applicant. The course fee shall cover tuition fee, stationeries, training materials, food and refreshments. Each applicant shall be responsible for his/her own traveling and accommodation expenses.

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 Test House 5th Floor Wing A at TBS Headquarters, Ubungo Area, Morogoro Road/Sam Nujoma Road, Dar es Salaam.

For enquiries, contact us through cell phone No. +255 733 700447 from Monday to Friday (08h00 -16h00).

Issued by:



Gladness H. Kaseka
Public Relations and Marketing Manager

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Tanzania Bureau of Standards
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