Garnet
Garnet Global Training Center

GGT-RM-106

Risk Management, Audit & Governance

Audit Report Writing

كتابة تقارير التدقيق

Duration	Language	Formats	Hours	Level
5 or 10 days	**English or Arabic**	**Classroom, online, in-house**	**35 / 70**	**Intermediate (practitioner)**

Overview

Audit Report Writing focuses on how the work is actually done: the methods, checks and decisions practitioners use every day, illustrated with real cases from the region. Identify, assess and control risk, and give boards assurance that controls work. Choose 5 or 10 days, classroom or live online, English or Arabic; organisations can also run it in-house and adapt the examples to their own work.

What you will be able to do

- Apply the methods and standards of Audit Report Writing to real tasks.
- Interpret data and results correctly and act on them.
- Follow safe, compliant and documented work practices.
- Avoid the mistakes that most often cause rework or failure.
- Share good practice with your team.

Who should attend

Risk managers, internal auditors, compliance and governance professionals, board secretaries. Practitioners with one to five years of experience benefit most.

Key topics

- Risk frameworks: ISO 31000, COSO
- Risk assessment techniques
- Internal control design
- Audit planning and fieldwork
- Governance and board oversight
- Reporting to management

Formats and fees

5-day classroom	**USD 4,750**
5-day online	**USD 2,950**
10-day classroom	**USD 8,950**
10-day online	**USD 5,450**
In-house	**Quotation per group**

Fees per participant, excluding VAT.

Register or ask

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Training: training@garnettrainings.com

Web: garnettrainings.com

Sharjah Publishing City Free Zone, Sharjah, UAE

Certificate

Participants who attend at least 90% of sessions and complete the final assessment receive a certificate of completion stating 35 contact hours (5-day) or 70 contact hours (10-day).

5-day outline

Day 1 Audit Report Writing: principles and standards
- Reporting to management
- Regional and international case studies

Day 2 Methods and tools in practice
- Risk frameworks: ISO 31000, COSO
- Risk assessment techniques

Day 3 Diagnosis and problem solving
- Internal control design
- Checklists and templates to take away

Day 4 Quality, safety and documentation
- Audit planning and fieldwork
- Group discussion and peer review

Day 5 Workshop, assessment and action plan
- Governance and board oversight
- Measurement and reporting

10-day outline

Day 1 Audit Report Writing: principles and standards
- Reporting to management
- Regional and international case studies

Day 2 Methods and tools in practice
- Risk frameworks: ISO 31000, COSO
- Risk assessment techniques

Day 3 Diagnosis and problem solving
- Internal control design
- Checklists and templates to take away

Day 4 Quality, safety and documentation
- Audit planning and fieldwork
- Group discussion and peer review

Day 5 Workshop, assessment and action plan
- Governance and board oversight
- Measurement and reporting

Day 6 Advanced techniques and specialist practice
- Complex cases in depth
- Hands-on workshop on a workplace challenge

Day 7 Digital tools, data and automation
- Analysis tools and software
- Using AI in this field

Day 8 Benchmarking against international practice
- Global performance benchmarks
- Common mistakes and how to avoid them

Day 9 Capstone project
- Analyse a real challenge from your organisation
- Build the solution and implementation plan

Day 10 Presentations, final assessment and certificates
- Project presentations and review
- Final exam and certificate award

Schedule 2027–2030

Dates	Format	City	Language	Fee (USD)
10–21 Jan 2027	10-day classroom	Riyadh	English	8,950
4–8 Apr 2027	5-day classroom	Cairo	Arabic	4,750
12–16 Jul 2027	5-day online	Live online	Arabic	2,950
9–13 Aug 2027	5-day classroom	Casablanca	Arabic	4,750
9–13 Jan 2028	5-day classroom	Cairo	English	4,750
21 Feb – 3 Mar 2028	10-day classroom	Dubai	Arabic	8,950
7–18 Aug 2028	10-day online	Live online	Arabic	5,450
16–20 Oct 2028	5-day classroom	Paris	English	4,750
19–23 Feb 2029	5-day classroom	Paris	English	4,750
21–25 May 2029	5-day online	Live online	Arabic	2,950

Dates	Format	City	Language	Fee (USD)
18–22 Jun 2029	5-day classroom	Singapore	English	4,750
1–12 Oct 2029	10-day classroom	Abu Dhabi	English	8,950
21 Jan – 1 Feb 2030	10-day online	Live online	Arabic	5,450
8–12 Apr 2030	5-day classroom	Dubai	Arabic	4,750
1–5 Jul 2030	5-day classroom	London	English	4,750
16–27 Sep 2030	10-day classroom	Geneva	English	8,950

Customised and in-house versions of this course are available on request. garnettrainings.com/en/customise/