



# Fact Sheet: Auditing

## Level 3 Award in Effective Auditing and Inspection Skills

The Level 3 Award in Effective Auditing and Inspection Skills qualification is a National Award written and accredited by HABC. It is aimed at supervisors, team leaders and line managers working in all sectors of the food industry, consumer products, hospitals and other industries where verification, auditing or inspection is undertaken. Learners who gain this qualification will know and be able to apply the knowledge relating to the role of the auditor in carrying out effective audits or inspections. This includes the purpose of audits/inspections, benefits and limitations of audits/inspections, the auditing/inspection cycle, checklists, data gathering, analysis and interpretation of data and report writing.

This qualification is outside the QCF; however, it could be used as prior knowledge to enrol onto a QCF qualification in the future.

### How long will it take me to achieve this qualification?

This qualification is usually achieved by taking a one-day course. However, it can also be achieved through a variety of other methods including blended and distance learning, as long as the recommended learning hours are completed.

### How is the qualification assessed?

It is assessed through a 30-question multiple-choice examination. Learners must achieve 20 correct answers in order to pass, and they will receive a merit for achieving a mark of 25.

### What next?

Individuals achieving this qualification will be able to progress to further learning areas including:

- HABC Level 4 Award in Food Safety Management for Manufacturing (QCF)
- Other Level 4 Food Safety qualifications

### Where can this course be taken?

Through any HABC approved training centre.

