

AVIATION INTERNAL AUDIT



GENTEX[®]
TRAINING CENTER



Introduction

Aviation Internal Audit Training Course prepares aviation professionals to audit safety, quality, and compliance performance inside a regulated operator or maintenance organisation. Participants work through aviation regulatory frameworks, safety management systems, audit planning and scheduling, audit techniques and evidence, findings and root cause analysis, corrective action management, and regulatory reporting as one connected system. The programme links the safety risk an operation carries with the audit assurance that confirms controls are working. As a result, learners gain a repeatable, defensible aviation audit method. Furthermore, the course strengthens regulatory literacy, evidence discipline, and safety reporting.

Aviation Internal Audit Course Objectives

- Explain the aviation regulatory framework and the role of internal audit.
- Apply ICAO Annex 19 and safety management system (SMS) requirements.
- Apply IOSA, EASA, and FAA audit expectations where relevant.
- Build a risk-based aviation audit programme and schedule.
- Plan and conduct audits of flight, maintenance, and ground operations.
- Apply audit techniques: sampling, observation, and record review.
- Evaluate compliance with manuals, procedures, and standards.
- Apply evidence standards and working paper discipline.
- Apply root cause analysis and corrective action management.
- Apply audit reporting, follow-up, and regulatory interface practice.

Course Methodology

- Interactive sessions built on aviation audit and safety cases.
- Workshops on audit programme design, checklists, and evidence standards.

LEARN BOLD. LEAD BEYOND

GENTEX Training Center LLC | Orlando - FL, USA
Info@gentextraining.com



- Group exercises on findings, root cause analysis, and corrective actions.
- Hands-on practice with audit programmes, checklists, and safety records.
- Simulation of a maintenance audit and a corrective action review.
- Facilitator coaching and peer review on personal aviation audit plans.

Who Should Take This Course

- Aviation internal auditors and quality managers.
- Safety, compliance, and SMS professionals in aviation.
- Continuing airworthiness and maintenance quality staff.
- Flight operations and ground operations supervisors.
- Regulators and authority inspectors covering aviation.
- Consultants advising on aviation audit and safety assurance.

Aviation Internal Audit Course Outlines

Day 1: Aviation Regulation and the Audit Function

- The international aviation regulatory framework and ICAO.
- ICAO Annex 19 and safety management system requirements.
- National regulations and the role of the civil aviation authority.
- IOSA, EASA, and FAA audit expectations overview.
- The internal audit function and its independence in aviation.
- Quality assurance versus safety assurance.
- Case discussion: an audit that missed a safety-significant finding.

Day 2: Audit Programme Design and Planning



LEARN BOLD. LEAD BEYOND

GENTEX Training Center LLC | Orlando - FL, USA
Info@gentextraining.com



- Risk-based audit programme design and the audit universe.
- Safety risk assessment and audit prioritisation.
- Annual audit schedule and resource planning.
- Audit scope, criteria, and objective setting.
- Audit checklists and question development.
- Auditor competence and team composition.
- Workshop: building a risk-based aviation audit programme.

Day 3: Audit Techniques and Evidence

- Conducting opening meetings and process walkthroughs.
- Sampling methods for records, logs, and reports.
- Observation, interviews, and technical record review.
- Auditing manuals, procedures, and compliance records.
- Working papers, evidence standards, and documentation.
- Handling confidentiality and sensitive safety information.
- Exercise: conducting an audit of a maintenance process.

Day 4: Findings, Root Cause, and Corrective Action

- Classifying findings by severity and safety significance.
- Structuring findings: requirement, condition, evidence, and impact.
- Root cause analysis and the 5 Whys in aviation context.
- Corrective and preventive action design and ownership.
- Effectiveness review and closure validation.
- Managing overdue and repeat findings.
- Simulation: analysing a finding to root cause and agreeing action.





Day 5: Reporting, Follow-Up, and Regulatory Interface

- Audit report structure, clarity, and management response.
- Reporting to accountable managers and the safety review board.
- Follow-up, tracking, and trend analysis of findings.
- Interfaces with the civil aviation authority and audits by authorities.
- Internal audit within the SMS assurance component.
- Continuous improvement of the audit programme.
- Capstone: presenting an aviation audit programme and report.

Conclusion

By successfully completing Aviation Internal Audit, participants will gain a practical command of aviation regulation, safety management systems, risk-based audit planning, audit techniques and evidence, findings and root cause analysis, corrective action, and regulatory reporting. They will acquire skills in audit programme design, record and process auditing, corrective action management, and safety assurance reporting that protect operational safety. Gentex Training Center designs the programme to help professionals audit aviation operations with confidence.

FAQs

Q1 What is the "Aviation Internal Audit" course about?

It prepares aviation professionals to audit safety, quality, and compliance performance inside a regulated operator or maintenance organisation. The course spans aviation regulation and the audit function, audit programme design and planning, audit techniques and evidence, findings, root cause and corrective action, and reporting, follow-up and regulatory interface.



Q2 What are the key benefits of the "Aviation Internal Audit" course?

You gain a repeatable, defensible aviation audit method that links the safety risk an operation carries with the assurance that controls are working. The course improves risk-based planning and checklist design, strengthens record and process audit technique, sharpens root cause and corrective action management, and gives you reporting practice that supports the safety review board and authority interface.

Q3 What skills will I gain from the "Aviation Internal Audit" course?

You will develop four core skills: aviation audit programme design with risk-based prioritisation, audit techniques for records and processes with evidence standards, findings development with root cause analysis and severity classification, and corrective action management with reporting and regulatory interface.



Q4 What tools, methods, or standards are covered in the "Aviation Internal Audit" course?

The course covers the international aviation regulatory framework and ICAO, ICAO Annex 19 and safety management system requirements, national regulations and the civil aviation authority role, IOSA, EASA and FAA audit expectations, the internal audit function and its independence, quality assurance versus safety assurance, risk-based audit programme design and the audit universe, safety risk assessment and audit prioritisation, annual audit scheduling and resource planning, audit scope, criteria and objective setting, audit checklists and question development, auditor competence and team composition, opening meetings and process walkthroughs, sampling methods for records, logs and reports, observation, interviews and technical record review, auditing manuals, procedures and compliance records, working papers and evidence standards, confidentiality and sensitive safety information handling, findings classification by severity and safety significance, findings structured on requirement, condition, evidence and impact, root cause analysis and the 5 Whys, corrective and preventive action design and ownership, effectiveness review and closure validation, managing overdue and repeat findings, audit report structure and clarity and management response, reporting to accountable managers and the safety review board, follow-up, tracking and trend analysis, interfaces with the civil aviation authority, and internal audit within the SMS assurance component.

Q5 How is the "Aviation Internal Audit" course applied in real-world practice?

LEARN BOLD. LEAD BEYOND

GENTEX Training Center LLC | Orlando - FL, USA
Info@gentextraining.com



Participants apply it to real work such as building a risk-based aviation audit programme, conducting an audit of a maintenance or flight operations process, reviewing records and logs against procedures, classifying a finding by safety significance, analysing a finding to root cause, agreeing corrective action with an owner, and preparing an audit report for the safety review board. The same methods support authority audit preparation and follow-up tracking.

GENTEX[®]

TRAINING CENTER