



Advanced Project and Contractor Auditing Course

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Overview

Advanced Project and Contractor Auditing Course is a five-day advanced course for audit, project controls, procurement, commercial, and finance professionals who leave with a Project and Contractor Audit File. Participants apply risk-based audit planning, contractor evidence testing, project control review, progress and cost verification, and corrective-action tracking. The course turns fragmented records into supported findings across delivery and closeout. Agile Leaders Training Center presents project and contractor auditing through traceable assurance evidence.

Who Should Attend

- Teams responsible for auditing project governance, risks, and controls
- Functions examining contractor selection, records, delivery, and performance
- Groups verifying progress, costs, payments, variations, and claims
- Personnel testing schedule, quality, site, and closeout evidence
- Managers responsible for findings, corrective actions, and assurance reporting

The course assumes participants already review project, contract, financial, or operational records and leaves out statutory external audit opinions, legal advice, professional certification, and jurisdiction-specific regulatory rulings.

Departments and Industries

The course supports departments and industries that need independent examination of projects and contractors.

- Internal audit, risk, governance, and compliance functions
- Project management, project controls, procurement, and commercial teams
- Construction, infrastructure, engineering, and facilities
- Energy, utilities, manufacturing, and industrial services
- Technology, professional services, logistics, and outsourced operations

Learning Objectives

By the end of this course, participants will be able to:



- Build a risk-based project and contractor audit plan
- Apply evidence and sampling methods to contractor records
- Analyze progress, cost, payment, schedule, and quality controls
- Evaluate variations, claims, fraud indicators, and closeout evidence
- Diagnose root causes and prioritize corrective actions
- Build a Project and Contractor Audit File

Course Agenda

Day 1: Audit Scope and Risk Planning

- Project Lifecycle Audit Universe Map
- Audit Objective, Scope, and Criteria Charter
- Risk-Based Audit Planning Matrix
- Project and Contract Control Environment Review
- Audit Work Program and Evidence Plan

Day 2: Contractor Records and Evidence

- Contractor Due Diligence Review Checklist
- Document Population and Sampling Method
- Procurement and Award Decision Evidence Trail
- Contract Obligation and Control Test Sheet
- Interview and Site Observation Record

Day 3: Delivery, Cost, and Payment Testing

- Progress Measurement Verification Worksheet
- Cost Record and Payment Certification Test
- Schedule Baseline and Variance Review
- Quality Record and Acceptance Evidence Matrix
- Variation and Claim Audit Trail

Day 4: Findings and Corrective Action

- Fraud Indicator and Exception Analysis Log
- Finding Condition-Criteria-Cause-Effect Structure
- Root-Cause Analysis Decision Tree
- Corrective-Action Priority and Ownership Matrix
- Audit Report and Follow-Up Register



Day 5: Integrated Audit Practice

- Exercise: Scope Project and Contractor Audit Risks
- Exercise: Sample Records and Test Contractor Evidence
- Exercise: Verify Progress, Costs, Payments, and Changes
- Exercise: Draft Findings and Corrective Actions
- Capstone Exercise: Project and Contractor Audit File

Practical Exercises

The course uses suggested activities to connect audit risks with verifiable evidence and action.

- Suggested activity: scope an infrastructure project audit using lifecycle risks, control criteria, and an evidence plan.
- Suggested activity: sample a service contractor's procurement, delivery, payment, and performance records.
- Suggested activity: reconcile manufacturing-project progress, costs, schedule, quality evidence, variations, and claims.
- Suggested activity: assemble findings, root causes, corrective actions, reporting, and follow-up records.

FAQs

Who suits project and contractor auditing and what does it assume?

Project and contractor auditing suits professionals who already examine project, contract, financial, or operational records and need a risk-based workflow for evidence, findings, and corrective actions.

How does project and contractor auditing differ from general project management training?

Project and contractor auditing independently tests risks, controls, records, delivery evidence, and corrective actions, while general project management training focuses on planning and managing the work itself.

How should a risk-based project and contractor audit be scoped?

A risk-based project and contractor audit should define objectives, lifecycle boundaries, criteria, significant risks, control owners, evidence populations, sampling choices, site work, reporting needs, and follow-up responsibilities.

What evidence supports project and contractor audit findings?

Project and contractor audit findings are supported by relevant, reliable, and traceable records, observations, interviews, reconciliations, samples, contract requirements, control criteria, and corroborating evidence.



How are contractor audit corrective actions followed up?

Contractor audit corrective actions are followed through assigned owners, target conditions, evidence requirements, priority levels, status reviews, closure testing, and documented decisions on unresolved risk.

Conclusion

Participants take back a Project and Contractor Audit File that connects scope, risk, controls, samples, evidence, findings, and action. The file makes project and contractor audit judgments traceable from planning through follow-up. It supports consistent assurance work while reserving statutory opinions, legal interpretation, certification, and jurisdiction-specific rulings for qualified specialists.



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