Safety Audit and Site Inspection Training Course

28 March – 1 April 2027
Accra

AGILE LEADERS
Training Center

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Ref: 1385_202278 **Date:** 28 March – 1 April 2027 **Location:** Accra **Fees:** 4100 Euro

Overview

Safety Audit and Site Inspection Training Course is a one-week intermediate course for HSE officers, safety auditors, site supervisors, facilities teams, construction managers, maintenance leaders, and contractor coordinators who leave with a Safety Audit and Site Inspection Pack. Participants connect management-system audit evidence with workplace inspection observations, prioritize risk, assign corrective actions, and verify closure. Agile Leaders Training Center presents safety audit planning and site inspection as one traceable assurance process.

Who Should Attend

- Functions responsible for planning and conducting occupational safety audits
- Teams that inspect workplaces, facilities, equipment, and contractor activities
- Functions responsible for collecting evidence and documenting safety findings
- Teams that prioritize hazards and coordinate corrective actions
- Functions responsible for verifying close-out and reporting assurance results

The course assumes participants already support workplace safety, operations, facilities, construction, maintenance, or contractor control and leaves out introductory safety awareness and jurisdiction-specific legal interpretation.

Departments and Industries

The course serves departments and industries that audit safety systems and inspect operating sites.

- Occupational health, safety, and environmental departments
- Construction, engineering, and project-delivery organizations
- Manufacturing, processing, and warehouse operations
- Facilities, property, and maintenance functions
- Utilities, transport, and logistics operations
- Contractor management, quality, and internal assurance teams

Learning Objectives

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

- Apply audit principles to define scope, criteria, and responsibilities
- Build evidence plans and site inspection checklists
- Use observation, interview, and record-review methods
- Analyze evidence and write traceable findings
- Prioritize hazards and assign corrective actions
- Evaluate closure evidence and follow-up results

Course Agenda

Day 1: Audit and Inspection Foundations

- ISO 19011 Audit Principles and Evidence Model
- ISO 45001 Management-System Context Map
- Safety Audit and Site Inspection Comparison Matrix
- Audit Scope, Criteria, and Objective Charter
- Auditor Competence and Responsibility Allocation Sheet

Day 2: Planning and Evidence Collection

- Risk-Based Audit and Inspection Plan
- Document and Record Review Checklist
- Workplace Inspection Route Map
- Worker and Supervisor Interview Guide
- Objective Evidence Sampling Log

Day 3: Field Inspection and Hazard Observation

- Task and Work-Practice Observation Method
- Equipment, Facility, and Access Condition Checklist
- Contractor Activity Inspection Record
- Photographic Evidence and Location Register
- Immediate Danger Escalation Decision Tool

Day 4: Findings, Actions, and Verification

- Conformity and Nonconformity Statement Template
- Severity and Likelihood Risk-Priority Matrix
- Corrective Action Ownership Tracker
- Safety Audit Report and Close-Out Brief
- Control Effectiveness Verification Record

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Day 5: Audit and Inspection Practice

- Exercise: Define an Audit Charter and Inspection Scope
- Exercise: Build an Evidence Plan and Interview Guide
- Exercise: Conduct a Simulated Site Observation
- Exercise: Moderate Findings and Corrective Actions
- Capstone Exercise: Safety Audit and Site Inspection Pack

Practical Exercises

The course uses construction, manufacturing, facilities, and logistics scenarios.

- Suggested activity: distinguish management-system audit evidence from workplace inspection observations and connect both to defined criteria.
- Suggested activity: document hazards, interview evidence, photographs, and records in a traceable observation log.
- Suggested activity: write findings, prioritize risks, assign actions, and test whether closure evidence demonstrates effective control.
- Suggested activity: integrate planning, fieldwork, reporting, action tracking, and follow-up into a Safety Audit and Site Inspection Pack.

FAQs

Who suits safety audit and site inspection training, and what does it assume?

Safety audit and site inspection training suits professionals who already support workplace safety, operations, facilities, projects, maintenance, or contractor oversight and need a structured method for planning, evidence, findings, actions, and verification.

How does safety audit and site inspection training differ from basic hazard identification training?

Safety audit and site inspection training adds audit scope, criteria, evidence sampling, interviews, formal findings, reporting, corrective-action tracking, and closure verification to field hazard observation.

What is the difference between a safety audit and a site inspection?

A safety audit evaluates a management system against defined criteria, while a site inspection examines workplace conditions and practices. Used together, they connect system controls with evidence from operations.

What evidence should a safety audit and site inspection collect?

Safety audit and site inspection evidence can include controlled documents, records, interviews, direct observations, photographs, equipment conditions, work practices, contractor activities, and evidence that corrective actions remain effective.

How are safety audit findings closed?

Safety audit findings are closed through an assigned corrective action, accountable owner, due status, supporting evidence, effectiveness verification, and a recorded decision that the identified condition has been controlled.

Conclusion

The course integrates audit criteria, inspection planning, field observations, interviews, findings, risk prioritization, corrective actions, reporting, and verification. Participants take back a Safety Audit and Site Inspection Pack that connects system assurance with workplace evidence. The pack improves traceability from scope definition through action close-out and follow-up.