

EFFECTIVE PROCUREMENT AUDIT

“Ensuring Integrity, Compliance, and Value in the Procurement Process”

Schedule

Date	Venue	Fees (Face-to-Face)
09 - 13 Nov 2026	London - UK	USD 3495 per delegate

Introduction

Procurement plays a vital role in organizational efficiency, cost control, and supplier performance. However, without robust audit mechanisms, procurement processes are vulnerable to fraud, non-compliance, and value leakage. An effective procurement audit ensures transparency, accountability, and alignment with policy and regulatory frameworks.

This course equips internal auditors, procurement professionals, and compliance officers with the tools and techniques required to assess procurement processes from planning to contract execution. Participants will learn how to identify procurement risks, evaluate controls, and provide actionable audit recommendations.

Objectives

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

- Understand the end-to-end procurement lifecycle and key risk points
- Plan and execute procurement audits in accordance with best practices
- Evaluate internal controls, policies, and supplier governance frameworks
- Detect fraud, collusion, and procurement irregularities
- Prepare and communicate audit findings that drive corrective actions

Why Attend

- Ensure procurement activities comply with internal policies and regulatory requirements
- Improve efficiency, fairness, and accountability in procurement operations
- Learn how to detect red flags and procurement-related fraud
- Enhance your audit skills with checklists, tools, and real-world case studies
- Support cost-effective, ethical, and compliant sourcing decisions

Target Audience

This program is designed for:

- Internal and external auditors
- Procurement and supply chain professionals
- Compliance and risk management officers
- Finance managers and controllers
- Anyone involved in procurement oversight and governance

Individual Benefits

Key competencies that will be developed include:

- Procurement auditing methodology and risk analysis
- Evaluation of tendering, contracting, and supplier selection
- Understanding fraud indicators and control weaknesses
- Report writing and audit recommendation formulation
- Knowledge of ethical procurement and governance standards

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Enhanced procurement oversight and compliance assurance
- Stronger procurement policies and internal control systems
- Reduced exposure to fraud, collusion, and wasteful practices
- Improved supplier management and contract performance monitoring
- Aligned procurement with corporate governance and value-for-money principles

Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Strategy Briefings – Overview of procurement principles, audit frameworks, and international standards
- Case Studies – Real-world procurement failures, irregularities, and lessons learned
- Workshops – Practical sessions on audit planning, control testing, and fraud detection
- Peer Exchange – Discussions on audit findings and improvement opportunities
- Tools – Procurement audit checklists, compliance templates, and reporting formats

Course Outline

Detailed 5-Day Course Outline

Training Hours: 7:30 AM – 3:30 PM **Daily Format:** 3–4 Learning Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

Day 1: Procurement Overview and Audit Fundamentals

- Module 1: Procurement Lifecycle and Key Risks (07:30 – 09:30) • Stages: needs assessment, sourcing, contracting, delivery, and closure • Procurement methods (open tender, RFP, direct award, etc.) • Typical risk areas and control failures
- Module 2: Procurement Audit Planning (09:45 – 11:15) • Defining scope, objectives, and audit criteria • Stakeholder engagement and evidence gathering
- Module 3: Workshop – Risk Mapping in Procurement (11:30 – 01:00) • Build a risk register and audit plan for a sample procurement function
- Module 4: Peer Exchange – Procurement Audit Challenges (02:00 – 03:30) • Sharing audit issues and lessons from prior audits

Day 2: Internal Controls and Compliance Testing

- Module 5: Evaluating Procurement Policies and Controls (07:30 – 09:30) • Internal policies, approval workflows, and delegations • Control objectives and segregation of duties
- Module 6: Compliance Testing Techniques (09:45 – 11:15) • Sampling and walkthroughs • Document review and transaction testing
- Module 7: Workshop – Internal Control Review (11:30 – 01:00) • Assess controls in supplier selection and contract award
- Module 8: Case Study – Control Failures in Public Procurement (02:00 – 03:30) • Analyzing the root causes and audit findings

Day 3: Fraud, Irregularities, and Red Flags

- Module 9: Procurement Fraud Typologies (07:30 – 09:30) • Bid rigging, invoice fraud, kickbacks, and over-invoicing • Fraud triangle and behavioral indicators
- Module 10: Red Flag Identification (09:45 – 11:15) • Analytical procedures and transaction patterns • Tools for detecting anomalies
- Module 11: Workshop – Detecting Fraud in Procurement Records (11:30 – 01:00) • Review case-based tender files for irregularities
- Module 12: Group Discussion – Ethics and Red Flag Responses (02:00 – 03:30) • Whistleblower mechanisms and ethical dilemmas

Day 4: Contract Management and Supplier Performance

- Module 13: Auditing Contracts and Deliverables (07:30 – 09:30) • Contract clauses, obligations, and performance terms • Procurement KPIs and service level agreements (SLAs)
- Module 14: Supplier Evaluation and Governance (09:45 – 11:15) • Monitoring contractor compliance • Conflict of interest and supplier relationship risks
- Module 15: Workshop – Supplier Performance Audit (11:30 – 01:00) • Analyze contractor KPIs and evaluate SLA fulfillment
- Module 16: Peer Review – Contract Risk Cases (02:00 – 03:30) • Interactive group discussion on high-risk suppliers

Day 5: Reporting, Follow-Up, and Improvement Planning

- Module 17: Audit Report Writing and Communication (07:30 – 09:30) • Structure of an effective procurement audit report • Tone, clarity, and evidence-based findings
- Module 18: Audit Recommendations and Follow-Up (09:45 – 11:15) • Crafting actionable and prioritized recommendations • Tracking implementation and audit closure
- Module 19: Final Project – Procurement Audit Simulation (11:30 – 01:00) • Conduct a mock procurement audit and present findings
- Module 20: Review, Feedback, and Certification (02:00 – 03:30) • Course conclusion and participant reflection

Certification

Participants will receive a Certificate of Completion in Effective Procurement Audit, recognizing their ability to assess, report on, and improve procurement processes in line with ethical, regulatory, and performance standards.

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