

QUALITY & OPERATIONAL EXCELLENCE | COURSE BROCHURE

Safety Inspections and Workplace Audits

5 days | Classroom training | English

SMART HORIZON

info@smarthorizon.uk
2 Kingdom Street, Paddington
London W2 6BD, United Kingdom

Explore current programmes

https://smarthorizon.uk



Course content

Why attend

Regular inspections and audits identify hazards before they cause harm. This course covers planning and conducting workplace safety inspections and audits: inspection types, checklists, hazard recognition, involving workers, recording findings, risk rating, corrective actions and tracking.

Inspections that only look for obvious issues miss serious hazards. You will learn to inspect thoroughly and drive corrective action.

Professional Problems This Course Is Designed to Solve

- Difficulty translating subject knowledge into practical workplace decisions.
- Inconsistent approaches to the activities covered in the course outline.
- Lack of a structured plan for applying and reviewing new skills.

Course methodology

Workplace inspection practice, checklist development, hazard recognition exercises and case studies.

Course objectives

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

- Plan inspection and audit programmes
- Develop effective checklists
- Recognise workplace hazards
- Involve workers in inspections
- Record and risk-rate findings
- Track corrective actions to closure

Target audience

This course is suitable for:

- Health and safety officers
- Supervisors and managers
- Safety committee members
- Facility managers
- Quality and HSE auditors



Course content

Target competencies

Participants will develop competencies in:

- Inspection planning
- Hazard recognition
- Checklist design
- Risk rating
- Action tracking

Course outline

Day 1: Inspections and Audits

09:00–10:08	Purpose and types
10:08–11:00	Legal requirements
11:00–11:30	**Coffee break**
11:30–11:45	Legal requirements (continued)
11:45–12:53	Programmes
12:53–14:00	Exercise

Day 2: Checklists

09:00–10:08	Designing checklists
10:08–11:00	Area-specific checks
11:00–11:30	**Coffee break**
11:30–11:45	Area-specific checks (continued)
11:45–12:53	Pitfalls
12:53–14:00	Workshop

Day 3: Hazard Recognition

09:00–10:08	Common hazards
10:08–11:00	Unsafe conditions and acts
11:00–11:30	**Coffee break**



Course content

11:30–11:45	Unsafe conditions and acts (continued)
11:45–12:53	Inspection practice
12:53–14:00	Exercise

Day 4: Findings

09:00–10:08	Recording
10:08–11:00	Risk rating
11:00–11:30	**Coffee break**
11:30–11:45	Risk rating (continued)
11:45–12:53	Photos and evidence
12:53–14:00	Exercise

Day 5: Corrective Actions

09:00–10:08	Action planning
10:08–11:00	Tracking
11:00–11:30	**Coffee break**
11:30–11:45	Tracking (continued)
11:45–12:53	Reporting
12:53–14:00	Action plan

The timings provided are estimates and may vary depending on the number of participants and the discussions taking place during the sessions. They are indicative only and do not constitute a binding commitment.



Course content

Dates, venues and fees

Current published course plans. Fees are per participant in GBP, excluding unconfirmed taxes.

Venue	Start date	End date	Fee (GBP)
Amsterdam Confirmed dates	16 Nov 2026	20 Nov 2026	**£2,540.–**
Online Confirmed dates	16 Nov 2026	20 Nov 2026	**£1,250.–**
Frankfurt Confirmed dates	7 Dec 2026	11 Dec 2026	**£2,650.–**
Online Confirmed dates	7 Dec 2026	11 Dec 2026	**£1,250.–**
London Confirmed dates	4 Jan 2027	8 Jan 2027	**£2,450.–**
Online Confirmed dates	4 Jan 2027	8 Jan 2027	**£1,250.–**
Barcelona Confirmed dates	25 Jan 2027	29 Jan 2027	**£2,840.–**
Online Confirmed dates	25 Jan 2027	29 Jan 2027	**£1,250.–**
Rome Confirmed dates	15 Feb 2027	19 Feb 2027	**£2,450.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Online Confirmed dates	15 Feb 2027	19 Feb 2027	**£1,250.–**
Istanbul Confirmed dates	8 Mar 2027	12 Mar 2027	**£2,650.–**
Online Confirmed dates	8 Mar 2027	12 Mar 2027	**£1,250.–**
Barcelona Confirmed dates	29 Mar 2027	2 Apr 2027	**£2,840.–**
Online Confirmed dates	29 Mar 2027	2 Apr 2027	**£1,250.–**
Vienna Confirmed dates	12 Apr 2027	16 Apr 2027	**£2,940.–**
Online Confirmed dates	12 Apr 2027	16 Apr 2027	**£1,250.–**
Rome Confirmed dates	3 May 2027	7 May 2027	**£2,450.–**
Online Confirmed dates	3 May 2027	7 May 2027	**£1,250.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Dubai Confirmed dates	24 May 2027	28 May 2027	**£3,150.-**
Online Confirmed dates	24 May 2027	28 May 2027	**£1,250.-**
Paris Confirmed dates	14 Jun 2027	18 Jun 2027	**£2,860.-**
Online Confirmed dates	14 Jun 2027	18 Jun 2027	**£1,250.-**
Cape Town Confirmed dates	5 Jul 2027	9 Jul 2027	**£1,890.-**
Online Confirmed dates	5 Jul 2027	9 Jul 2027	**£1,250.-**
Kuala Lumpur Confirmed dates	19 Jul 2027	23 Jul 2027	**£1,450.-**
Online Confirmed dates	19 Jul 2027	23 Jul 2027	**£1,250.-**
London Confirmed dates	9 Aug 2027	13 Aug 2027	**£2,450.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Online Confirmed dates	9 Aug 2027	13 Aug 2027	**£1,250.-**
Cape Town Confirmed dates	30 Aug 2027	3 Sept 2027	**£1,890.-**
Online Confirmed dates	30 Aug 2027	3 Sept 2027	**£1,250.-**
Dubai Confirmed dates	20 Sept 2027	24 Sept 2027	**£3,150.-**
Online Confirmed dates	20 Sept 2027	24 Sept 2027	**£1,250.-**
Rome Confirmed dates	11 Oct 2027	15 Oct 2027	**£2,450.-**
Online Confirmed dates	11 Oct 2027	15 Oct 2027	**£1,250.-**
Dubai Confirmed dates	25 Oct 2027	29 Oct 2027	**£3,150.-**
Online Confirmed dates	25 Oct 2027	29 Oct 2027	**£1,250.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Vienna Confirmed dates	15 Nov 2027	19 Nov 2027	**£2,940.-**
Online Confirmed dates	15 Nov 2027	19 Nov 2027	**£1,250.-**
Cape Town Confirmed dates	6 Dec 2027	10 Dec 2027	**£1,890.-**
Online Confirmed dates	6 Dec 2027	10 Dec 2027	**£1,250.-**

Plan your next step

Dates, availability, exact venue, taxes, inclusions and payment terms require written confirmation. This brochure is not a quotation, registration, booking confirmation or visa invitation. Participants receive a Smart Horizon UK certificate of attendance; programmes are not externally accredited and do not award a professional qualification or designation. Confirm arrangements before booking travel.

For group or in-house training, contact our learning team to discuss your objectives and delivery arrangements.

Contact Smart Horizon

info@smarthorizon.uk
2 Kingdom Street, Paddington
London W2 6BD, United Kingdom

View the latest course details online