

## HRD TRAINING SPECIFICATION FORM

Note: This document serves as a guide; it clearly describes the desired outcomes or deliverables of the service to be procured.

BUSINESS UNIT: Gauteng Audit Service

SUB-UNIT: GAS

Part A   TRAINING INFORMATION					
Training Programme:	Performing Effective Quality assessment (PEQA)				
Description of the Training:	Short course				
Course Accreditation: YES   NO	No				
(If YES, Service Provider should attach Proof of Accreditation)					
Date(s) of the Training:	24 -25 September 2025				
Duration of Course: (No. of days)	2 days				
Number of Attendees: (Attach name list)	9				
Is the Course Aligned to the Current Training Plan: YES   NO (If NO, attach approved memo)	Yes				
	Part B   TRAINING CONTENT AND EXPECTATIONS				
Course Objectives		Expected Outcome			
The objective of the course:		At the end of the course, you will be able to:			
To guide Internal auditors through planning, per both external and internal quality assessments	_	To assess conformance with the Global Internal Audit Standards utilizing the latest QAR manual aligned to the ne GIAS, identify opportunities for improvement, and determin the best quality assessment option for your internal audit activity.			
Delivery Method: (Face2Face or Online)	Online	1			
Is the training programme done (If YES, attach a confirmation letter of so		ovider? YES   NO			



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Part C   ADDITIONAL INFORMATION				
No	Item Description		No. of People	
1.	Catering: (attach the full specification for catering including dietary requirements)	No	·	
2	Venues and Facilities:	No		
3.	Other (Specify):			

## **General Comments**

- The service provider to attach proof of accreditation
   The service provider must attach profile (CV and relevant qualification) of the facilitator
   The service provider must provide valid work permits in a case where foreign nationals are facilitators