

Course Syllabus

Course Title:	ISPS Lead Auditor Course
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Course Duration:	<i>25 Hours</i>
Course Difficulty:	<i>Advanced</i>
Course Category:	<i>Leadership</i>

Learning Outcomes

1. Interpret and apply the ISPS Code (SOLAS Chapter XI-2, Parts A and B)
2. Explain the purpose, scope, and regulatory role of internal ISPS audits
3. Demonstrate a clear understanding of the roles and responsibilities of DPAs, CSOs, SSOs, and PFSOs.
4. Apply internationally recognised auditing principles,
5. Plan and prepare an ISPS internal audit
6. Evaluate Ship Security Assessments (SSA) and Port Facility Security Assessments (PFSA)
7. Assess the adequacy and effective implementation of Ship Security Plans (SSP) and Port Facility Security Plans (PFSP)
8. Conduct ISPS internal audits using appropriate audit techniques
9. Evaluate the effectiveness of security measures across all ISPS security levels,
10. Identify, classify, and document ISPS non-conformities, observations, and opportunities for improvement.
11. Apply risk-based judgment to audit findings.
12. Prepare clear, professional, and defensible ISPS internal audit reports.
13. Formulate effective corrective and preventive action recommendations.
14. Verify and follow up on corrective actions.
15. Integrate internal ISPS audits within broader safety, security, and management systems.
16. Apply learned auditing principles and techniques to realistic maritime security scenarios.
17. Contribute competently and confidently to organisational maritime security governance.

References:

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| • ISPS Code | • UNCLOS |
| • STCW Convention | • SOLAS |
| • Transport Canada | • ISO 19011:2026 |
| • MCA UK | |

Course Subject	Time
Introduction - Course overview - Competences to be achieved	
Chapter 1 Foundations of Maritime Security and the ISPS Internal Audit Framework - Maritime Security - Development and Purpose of the ISPS Code - Structure of the ISPS Code - Relationship Between ISPS and Other Maritime Instruments - Core Concepts of the ISPS Security System - The Role of Internal Auditing in Maritime Security - Internal Auditing as a Continuous Improvement Mechanism	2.0 Hours
Chapter 2 - The Role of the Internal Auditor - Internal Auditor Requirements - Competencies and Ethics - The Audit Process - Audit Planning and Preparation	1.0 Hour
Chapter 3 - Auditing Principles and Framework - Audit Principles - Risk-Based Auditing - Auditor Competence and Team Selection - Ethical Conduct	1.5 Hour
Chapter 4 - Planning and Preparing an ISPS Internal Audit - Audit Scope - Pre-Audit Document Review - Audit Plan & Checklist Preparation	2.5 Hours
Chapter 5 - Conducting the Internal ISPS Audit - Opening Meeting - Evidence Gathering - Identifying Findings - Communication	7.5 Hours
Chapter 6 - Audit Reporting, Documentation of Findings - Closing Meeting - Report Structure and Content - Classifying Non-Conformities - Corrective Action - Follow-Up and Verification	3.0 Hours
Chapter 7 - Integrated Case Study and Practical Application - Audit Planning - Audit Execution - Analyzing Findings - Reporting the Findings	1.0 Hours

Chapter 8 - Audit Reporting at Lead Auditor Level • ISPS Audit Reports • Evidence-Based Conclusions • Management Summaries • Confidential Handling of Security Information	1.0 Hour
Chapter 9 - Corrective Actions, Verification, and Follow-Up • Corrective Action Effectiveness • Verification Techniques • Follow-Up Audits and Closure of Findings	1.0 Hour
Chapter 10 - External Audits, Certification & PSC Interface • Initial, Intermediate, Renewal, and Additional Verifications • Interim ISSC Audits • Role of RSOs • PSC “Clear Grounds”	1.0 Hour
Chapter 11 - Advanced Topics in Maritime Security Auditing • Cybersecurity • Supply Chain Security • Private Maritime Security Operations • Human Factors	1.0 Hour
Chapter 12 - Lead Auditor Assessment • Case-Study • Classification Workshop	0.5 Hour
Chapter 13 – Remote, Hybrid and Technology-Enabled Auditing • Remote and Hybrid Auditing • Planning Remote and Hybrid Audits • Conducting Remote and Hybrid Audits • Digital Technologies Supporting Audits • Auditor Competence for Technology-Enabled Audits	2.0 Hours
Course Final Assessment	1.0 Hour