COURSE OVERVIEW PM0167
Auditing Major Projects

Course Title
Auditing Major Projects

Course Date/Venue
Session 1: May 04-08, 2025/Boardroom 1, Elite Byblos Hotel Al Barsha, Sheikh Zayed Road, Dubai, UAE
Session 2: October 06-10, 2025/Fujairah Meeting Room, Grand Millennium Al Wahda Hotel, Abu Dhabi, UAE

Course Reference
PM0167

Course Duration/Credits
Five days/3.0 CEUs/30 PDHs

Course Description

This practical and highly-interactive course includes real-life case studies and exercises where participants will be engaged in a series of interactive small groups and class workshops.

Success or failure of a project can have a significant impact on an organization's reputation, business performance and the confidence of its stakeholders. Failure to deliver a project on time, within budget and to specification poses a major threat to an organization's strategic direction and financial viability.

This course is designed to provide overview of the auditing process of projects and contractors. It covers the key players, roles, project management methods and the different types of project diversity; managing successful projects; discuss how projects and programmes put organizations at risk; auditors involvement in projects; how projects are initiated; how to access initial project risk; and factoring in complexity.

At the completion of the course, participants will be able to implement proper planning; describe good and bad business cases, project plans and auditing project plans; determine people and risk factors associated with pace and stress, communication, quality issues and auditing project teams; control additional costs and time penalties; plan reassessment; audit mid-stage projects; carryout documentation, change management, quality management and auditing late-stage projects; employ testing, acceptance, rollout and late project corrections; check the benefits and outcomes; decide on project contributions; measure success and failure; review post project and lessons extraction; and apply post implementation audits.

Course Objectives

Upon the successful completion of this course, each participant will be able to:-

- Apply and gain an in-depth knowledge on project auditing

- Identify the key players and roles, project management methods and the different types of project diversity

- Manage successful projects and discuss how projects and programmes put organizations at risk as well as the auditors involvement in projects

- Practice how projects are initiated, how to assess initial project risk and factoring in complexity

- Implement proper planning and describe good and bad business cases, the good and bad project plans and auditing project plans

- Determine people and risk factors associated with pace and stress, communication and quality issues and auditing projects teams

- Control additional costs and time penalties, plan reassessment and audit mid-stage projects

- Carryout documentation, change management, quality management and auditing late-stage projects

- Employ testing, acceptance, rollout and late project corrections

- Check the benefits and outcomes, decide on project contributions, measure success and failure, review post project and lessons extraction and apply post implementation audits

Exclusive Smart Training Kit - H-STK®

Participants of this course will receive the exclusive *"Haward Smart Training Kit"* (**H-STK®**). The **H-STK®** consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.

Who Should Attend

This course provides a complete and up-to-date overview of auditing on projects for senior auditors (including heads of audit and audit managers) with responsibility for undertaking project audit assignments. It is also designed for project and programme managers and other professionals who need to understand the risks impacting complex projects.

Course Certificate(s)

Internationally recognized certificates will be issued to all participants of the course who completed a minimum of 80% of the total tuition hours.

Certificate Accreditations

Certificates are accredited by the following international accreditation organizations:-

- **British Accreditation Council (BAC)**

  Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

- **The International Accreditors for Continuing Education and Training (IACET - USA)**

  Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

  Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

  Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:

Mr. **Drag Zic** is a **Senior Project Management Consultant** with over **30 years** of extensive experience. His expertise mainly covers **Project & Contract** Management; **Project** Management, **Planning**, **Budgeting** & **Cost Control**, **Scheduling**, **Budgeting** & **Cost Control**; **Project** Management Essentials, **Advanced Project** Management, **Project Reporting**, **Best Practices** for Managing Multiple Projects, **Document** Management, **Record** Management, **Leadership & Business**, **Performance** Management, **Customer Service** Management, **Quality** Management, **Risk** Management, **Data** Management Systems, **R&D**, **Research** Management, Leading Effective **Meetings**, **Leadership & Business**, **Presentation** Skills, **Decision Making** Skills, **Communication** Skills, **Negotiation** Skills, **Coaching & Mentoring**, **Performance** Management, **Customer Service** Management, **Critical Thinking & Creativity**, **Quality** Management and **Risk** Management. Further, he is well-versed in Analytical & Chemical Laboratory Management, Statistical Analysis of Laboratory Data, Statistical Method Validation & Laboratory Auditing, Sample Development & Preparation in Analytical Laboratory, Data Analysis Techniques, Laboratory Quality Management (ISO 17025), Applied Research & Technology, Basic Geology, Quality Assurance Assessment, Quantified Risk Assessment (**QRA**) as well as in Seismic Monitoring Systems, Seismological Software (4di, Xmts, OptiNet and ErrMap), Data Analysis, Rock Mass Stability Analysis, Seismic Budget Planning & Productivity Improvement Analysis, HazMap, ISO Standards as well as Balance Scorecard. He is currently the **Director** & **Principal Consultant** of **DRAMI** wherein he is responsible in formulating and executing the plans for applied research and technology transfer.

During Mr. Zic's career life, he had occupied several significant positions as the **Project Manager**, **Contract Manager**, **Programme Manager**, **Safety & Engineering Manager**, **Rock Engineering Manager**, **Laboratory Manager** and **Mine Seismologist** with different international companies.

Mr. Zic is a **Professional Natural Scientist**, has a **Bachelor** degree in **Geology**, a **Diploma** in **Management Development Programme** and currently enrolled for **Phd** in **Wits University**. Further, he is a **Certified Instructor/Trainer**, a **Certified Trainer/Assessor** by the **Institute of Leadership & Management** (**ILM**) and an active member of various professional engineering bodies internationally like the European Geosciences Union (**EGU**), the Canadian Institute of Mining (**CIM**), the Project Management South Africa (**PSMA**), the European Association of Geoscientists and Engineers (**EAGE**), the South African Council for Natural Scientific Professions (**SACNASP**), the International Society for Rock Mechanics (**ISRM**) and the South African Geophysical Association (**SAGA**). He has further delivered numerous trainings, workshops, conferences and seminars internationally.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

30% Lectures
20% Practical Workshops & Work Presentations
30% Hands-on Practical Exercises & Case Studies
20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Course Fee

US$ 5,500 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1

0730 – 0800	*Registration & Coffee*
0800 – 0815	*Welcome & Introduction*
0815 – 0830	***PRE-TEST***
0830 – 0930	***Introduction to Audit on Projects*** *Key Players and Roles • Project Management Methods • Project Diversity – Different Project Types*
0930 – 0945	*Break*
0945 – 1100	***Managing Successful Projects & Programmes*** *How Projects and Programmes Put Organizations at Risk*
1100 – 1230	***Managing Successful Projects & Programmes (cont'd)*** *The Auditor's Involvement in Projects – A Practical Working Framework*
1230 - 1245	*Break*
1245 – 1420	***Managing Successful Projects & Programmes (cont'd)*** *The Auditor's Involvement in Projects – A Practical Working Framework (cont'd)*
1420 - 1430	***Recap***
1430	*End of Day One*

Day 2

0730 – 0930	***First Steps*** *How Projects are Initiated • How to Assess Initial Project Risk*
0930 – 0945	*Break*
0945 – 1100	***First Steps (cont'd)*** *Factoring in Complexity*

1100 – 1230	**Planning** *Good and Bad Business Cases: The Tangible and Intangible; Costs and Benefits • Project Plans: The Good and The Bad*
1230 - 1245	*Break*
1245 – 1420	**Planning** *Key Performance Targets, Critical Success Factors and Indicators • Auditing Project Plans*
1420 - 1430	*Recap*
1430	*End of Day Two*

Day 3

0730 – 0930	**Teams, Metrics & Money** *People and Risk Factors Associated with Pace and Stress • Communication and Quality Issues*
0930 – 0945	*Break*
0945 – 1100	**Teams, Metrics & Money (cont'd)** *Auditing Project Teams*
1100 – 1230	**Hidden Dependencies** *Controlling Additional Costs and Time Penalties • Plan Reassessment*
1230 - 1245	*Break*
1245 – 1420	**Hidden Dependencies (cont'd)** *Auditing Mid-Stage Projects*
1420 - 1430	*Recap*
1430	*End of Day Three*

Day 4

0730 – 0930	**Documentation, Change & Quality** *Change Management • Quality Management*
0930 – 0945	*Break*
0945 – 1100	**Documentation, Change & Quality** *Auditing Late-Stage Projects*
1100 – 1230	**Testing, Acceptance & Rollout** *Late Project Corrections • Testing and Acceptance*
1230 - 1245	*Break*
1245 – 1420	**Testing, Acceptance & Rollout** *Rollout*
1420 - 1430	*Recap*
1430	*End of Day Four*

Day 5

0730 – 0930	**Benefits & Outcomes** *Checking on Benefits and Outcomes • Deciding on Project Contributions*
0930 – 0945	*Break*
0945 – 1100	**Benefits & Outcomes (cont'd)** *Measuring Success and Failure*
1100 – 1230	**Benefits & Outcomes (cont'd)** *Post Project Reviews and Lessons Extraction*

1230 - 1245	*Break*
1245 – 1345	***Benefits & Outcomes (cont'd)*** *Post Implementation Audits*
1345 - 1400	***Course Conclusion***
1400 – 1415	***POST-TEST***
1415 – 1430	*Presentation of Course Certificates*

Practical Sessions

This practical and highly-interactive course includes real-life case studies and exercises:-

Course Coordinator

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