

[organization name]

[confidentiality level]

Appendix 1 – Annual Internal Audit Program

This annual program is written for the period from [date] to [date].

Internal audits according to ISO/IEC 27001 and ISO 22301 standards will be conducted in the following way:

Audit period					Audit implementation record
E.g. June 5, 20xx					E.g. Audit report xxxxx
E.g. July 5, 20xx					E.g. Audit report xxxxx
E.g. August 5, 20xx					E.g. Audit report xxxxx

Commented [270011]: To learn how to fill out this document, and to see real-life examples of what you need to write, watch this video tutorial: "How to Write ISO 27001/ISO 22301 Internal Audit Procedure and Audit Program".

To access the tutorial: In your Inbox, find the email that you received at the moment of purchase. There, you will see a link and a password that will enable you to access the video tutorial.

Commented [270012]: To be deleted if the program refers only to BCMS.

Commented [270013]: To be deleted if you are not implementing business continuity.

Commented [270014]: To learn more about selecting auditors, read these articles:

- Dilemmas with ISO 27001 & BS 25999-2 internal auditors <https://advisera.com/27001academy/blog/2010/03/22/dilemmas-with-iso-27001-bs-25999-2-internal-auditors/>
- Qualifications for an ISO 27001 Internal Auditor <https://advisera.com/27001academy/blog/2015/03/30/qualifications-for-an-iso-27001-internal-auditor/>

Commented [270015]:

Commented [270016]: These are just examples; change this information according to your company practice.

[job title]

[first and last name]

Commented [270017]: E.g.: Business Continuity Manager, Security Manager, Information Security Manager, Compliance Officer, etc.

[signature]

Commented [270018]: Only necessary if the Procedure for Document and Record Control prescribes that paper documents must be signed.