ISO 9001:2015 QUALITY MANAGEMENT SYSTEMS AUDITOR/LEAD AUDITOR TRAINING COURSE

(Course Registration No - A17072)

Training Content

1. Introduction ▪ IRCA and the Auditor Registration Scheme ▪ Auditor Codes of Conduct	**2. An overview of Quality Management** ▪ Standards, Principle and Definition ▪ Accreditation, Certification and type of Audit ▪ Purpose of Annex SL
3. The Requirements of ISO 9001 Explained ▪ Scope Exclusion ▪ Context of organisation ▪ Leadership ▪ Planning ▪ Resources – Infrastructure, Environment for operation and Monitoring & Measurement ▪ Competence, Awareness & Communication ▪ Documented Information ▪ Operation planning & Control ▪ Designing & Development ▪ Performance Evaluation ▪ Improvement	*4.* **Quality Auditing** ▪ What is an Audit and why are Audits necessary? ▪ The Audit Process ▪ Auditing in relation to the "Process approach" ▪ ISO 19011 and auditor competence
5. The Assessment Process ▪ Initial Contact ▪ Pre-Assessment Visits ▪ Document Review ▪ Initial Preparation ▪ Development of the Assessment Schedule ▪ Communication ▪ Detailed Planning ▪ The On-Site Assessment ▪ Opening Meeting ▪ Audit Conduct ▪ Evaluating Results ▪ Closing Meeting ▪ Corrective Action ▪ Formal Report ▪ Follow-Up and Surveillance Visits	**6. Audit Tools & Techniques** ▪ Detailed Planning & Check List development ▪ Searching for Evidence ▪ Conducting Interview and Asking Questions ▪ Auditor and Auditee Tactics ▪ Recording the Results