

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

(Course Registration No - A18034)

Training Content

<p>1. Introduction</p> <ul style="list-style-type: none"> ▪ IRCA and the Auditor Registration Scheme ▪ Auditor Codes of Conduct 	<p>2. An overview of Quality Management</p> <ul style="list-style-type: none"> ▪ Standards, Principle and Definition ▪ Accreditation, Certification and type of Audit ▪ Purpose of Annex SL
<p>3. The Requirements of ISO 9001 Explained</p> <ul style="list-style-type: none"> ▪ 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 	<p>4. Quality Auditing</p> <ul style="list-style-type: none"> ▪ What is an Audit and why are Audits necessary? ▪ The Audit Process ▪ Auditing in relation to the “Process approach” ▪ ISO 19011 and auditor competence
<p>5. The Assessment Process</p> <ul style="list-style-type: none"> ▪ 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 	<p>6. Audit Tools & Techniques</p> <ul style="list-style-type: none"> ▪ Detailed Planning & Check List development ▪ Searching for Evidence ▪ Conducting Interview and Asking Questions ▪ Auditor and Auditee Tactics ▪ Recording the Results