ISO 45001- 2018

<u>INTERNAL AUDITOR INITIAL TRAINING RECORD</u>

Name of the Internal Auditor   :   _____

Scheme Covered   :

Reviewed contents standard as applicable   ☐

Discussed about the organization structure of Organization   ☐

Discussed the importance of capturing and documenting objective   ☐
evidence.

Discussed about the internal audit process and use of inspection check list ☐

Discussed the use of Organization reporting structure   ☐

Reviewed the use of Nonconformance Reports   ☐

Discussed the classification of   non-conformance   ☐

Discussed opening and closing meetings   ☐

 Importance of Impartiality and non-discriminatory approach
                                                                                ☐

Discussed the structure and preparation of Internal report   ☐

Other:

_____

_____

_____

Internal Auditor _____   Date: _____

Trainer: _____   Date: _____

Note: Initial Training is provided after the qualification of the Auditor using the Internal
Auditor Qualification Matrix

Date

Place

Document Version