

Internal Auditor Qualification SA 8000

S.No 1	Standard Requirement 2	Auditor Evaluation 3	
		Auditor 1	Auditor 2
		1	2
	Educational Qualifications: Essential		
	Diploma or Degree Education in any Stream and Post-graduation in HR or Personnel Management. Relevant knowledge in Labor / Company Laws, Factories Act, Industrial Relations, Occupational health and safety requirements, due diligence.		
2	Professional qualification: Desired		
	1. Internal Auditors training on SA 8000 Standards. 2. Lead assessor of SA 8000 standards 3. Internal Auditors training as per ISO 45001		
3	Experience		
	<ul style="list-style-type: none"> Two years of Post qualification experience HR or Personal and administration field. Five years' experience in the relevant field after graduation 		
4	Technical Skills and Qualifications		
	<ul style="list-style-type: none"> Wage calculations Leave rules Model Standing orders for relevant industry Supplier management Contractual labour management Management systems SMETA / SEDEX 		
5	Working Language Skills:		
	The Auditor shall have practical knowledge on the HRM and Occupational health and safety. ; He /She is auditing and shall be familiar in the local language or National language or a language which both auditee and auditor can communicate.		
6	Independence and Confidentiality		
	<ul style="list-style-type: none"> The auditor shall sign confidentiality agreement The auditor shall not do the audit if he has worked or given consultancy to the company during the past 02 years. 		
7	Others		
	Auditor experience (in man days)		
	SA 8000		
	ISO 45001		
	ISO 9001		
	ISO 14001		
	Witnessed by		
	Final Conclusion on Qualification		
		Qualified for the scopes	

	<p>Notes:</p> <p>1. Only qualified internal auditors as per the above matrix to conduct the internal audit of the company using applicable standard Criterial check lists. Otherwise, the audit becomes void.</p> <p>2. Training on ISO 19011 can be given by the qualified lead auditor trained on ISO 9000/SA 8000.</p> <p>3. While doing evaluations under Column 3, put yes in case of compliance and Put no in case of noncompliance.</p> <p>4. Auditor detailed profile and all copies of formal qualifications and training certificates duly attested by the auditors to be maintained as record by the company.</p> <p>5. Records of profile and formal qualifications of Lead auditors who provided the ISO 9000 /SA 8000/ ISO 45001 to the inspectors as per the requirements above to be maintained.</p>
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