



ISO 9001 Quality Management Systems Auditor/Lead Auditor

Introduction:

Develop the knowledge and skill required to conduct a full audit of an organization's quality management system (QMS) to ISO 9001:2015. Gain the confidence to effectively audit a QMS in accordance with internationally recognized best practice techniques. Demonstrate your commitment to quality by transforming existing auditor skills to ISO 9001:2015. Consolidate your expertise with the latest developments and contribute to the continuous improvement of the business. You'll grasp the key principles and practices of effective QMS audits in line with ISO 9001:2015 and ISO 19011 Guidelines for auditing management systems. Using a step-by-step approach, you'll be guided through the entire audit process from initiation to follow-up. You'll gain the knowledge and skills required to undertake and lead a successful management systems audit. Learn to describe the purpose of an ISO 9001:2015 QMS audit and satisfy third-party certification. You'll acquire the skills to plan, conduct, report and follow up a QMS audit that establishes conformity and enhances overall organizational performance.

ISO 9001 quality management allows you to continually monitor quality across all operations, whatever your industry or organization size. And effective quality management is achieved when the system's performance is also monitored, or audited. To do this well, an understanding of the entire ISO 9000 series empowers you to understand all principles and processes that can improve infrastructure, customer services and more. You'll learn all of this on our lead auditor course, making you an independent quality management expert. This course is designed to give you the relevant skills

and knowledge to carry out audits of quality management systems (QMS) against the ISO 9001 requirements. The principles of ISO 9001 set out an explicit management system to audit, examine and continually improve systems for a QMS.



Who Should Attend?

Managers, Team Leaders, Line Managers, Superintendents, OE Champions, Quality and Project Managers, Supervisors, Executives, Internal and External Auditors, Members of IT Team, Health & Safety Managers, Risk Managers, Business Process Owners, Business Finance Managers, Business Risk Managers, Regulatory Compliance Managers, Project Managers, Continuity, Risk, Quality, IT and Environmental Managers, Anyone involved in the system development, implementation and maintenance, Regulatory Affairs Managers, Consultants, Anyone who is involved in ISO standards

Course Objective

By the end of this course, delegates will be able to:

- Describe the purpose of a quality management system and explain the eight principles of quality management
- Explain the purpose, content and interrelationship of the ISO 9000 family of standards
- Interpret the requirements of ISO 9001 in the context of an audit
- Plan and conduct an audit and report on the audit in a manner that adds value to the organization
- Gain the skills to plan, conduct, report and follow up an audit in accordance with ISO 19011
- Identify the purpose and benefits of a QMS
- Explain the role of an auditor to plan, conduct, report and follow up an audit in accordance with ISO 19011 (and ISO 17021 where appropriate)
- Identify the aims and benefits of an ISO 9001:2015 audit
- Interpret ISO 9001:2015 requirements for audit application
- Grasp the application of risk-based thinking, leadership and process management
- Access the latest auditor techniques and identify appropriate use
- Build stakeholder confidence by managing processes in line with the latest requirements
- Meet training requirements for IRCA certification



Course Outline:

- Understanding quality management definitions, concepts and guidelines
- Understanding the purpose of the ISO 9000 series
- Understanding the requirements of the ISO 9001:2015 standard
- Understanding the roles and responsibilities of the auditor
- Applying ISO 19011 definitions, concepts, and guidelines
- Recognizing the principles, practices, and types of audits
- Conducting all phases of an internal audit
- Preparing and present effective reports
- Understanding the role of objectives, scope, and criteria in the audit process
- How to plan audits
- Conducting audit team selection
- Initiating the audit and conduct opening meetings
- Understanding lead auditor responsibilities
- Communicating effectively during the audit
- Preparing audit conclusions
- Conducting closing meetings
- Reporting audit results