



Colin Partington Associates
TRAINING & CONSULTANCY

QMS AUDITOR/LEAD AUDITOR COURSE - 5 DAYS DURATION

COURSE OBJECTIVES

To enable Auditors/Lead Auditors to effectively audit quality management systems meeting the requirements of ISO 9001:2008 and manage an audit team.

BENEFITS

A practical and intensive course for training quality professionals to lead and manage third and second party audits of an ISO 9001 Quality Management System. The course describes how to plan and perform an audit, report findings, conduct opening and closing meetings, establish follow-up action and manage an audit team. You will understand by the end of the course how regular auditing by an audit team directed by a competent Lead Auditor is the foundation of assessing how effective an ISO 9001 Quality Management System is. On completion of the course you will have the necessary skills and the experience to lead and manage your own audits. The learning process will include a series of tutorials, interactive class sessions, a major case study and role playing exercises, culminating in both practical and written examinations. Delegates will be supplied with a bound set of comprehensive course notes which fully support the course.

WHO SHOULD ATTEND?

This comprehensive course is for people with experience of ISO 9001 Quality Management Systems, who want to get a more in-depth understanding of quality management systems auditing. Attendees should have some prior knowledge of the application of the ISO 9000 series of standards and/or auditing before attending the course.

THE COURSE INCLUDES

- A review of quality, quality systems and an understanding of ISO 19011
- An in-depth review of ISO 9001:2008
- The purpose and the use of a documented quality management system
- First, second and third party audits
- Preparing and planning an audit
- Organising an opening meeting
- Performing an audit
- Reviewing findings
- Raising non-conformities
- Compiling an audit report
- Organising and performing a closing meeting
- Verifying corrective action

IRCA REGISTRATION

This course is certified by the IRCA Registration Governing Board and satisfies part of the formal training requirement for individuals seeking registration under the IRCA Auditor Registration Scheme. Course number A17088 registered to NQA Training.

CPD POINTS

Completion of this course will qualify for 40 CPD Points

CERTIFICATION

All delegates will be awarded a certificate verifying attendance and completion of the course. Those delegates who pass the course will be awarded a certificate registered by IRCA.

Contact Colin Partington

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