



ISO 9001:2015 QUALITY MANAGEMENT SYSTEMS LEAD AUDITOR TRAINING COURSE

COURSE DESCRIPTION

This course is certificated by the Chartered Quality Institute (CQI) and International Register of Certificated Auditors (IRCA). CQI / IRCA Course Certification Number 17977-PR 328.

The objective of this course is to equip learners with the knowledge and skills required to perform audits of QMS against ISO 9001:2015 in accordance with ISO 19011.

COURSE CRITERIA UPON COMPLETION OF THIS COURSE, LEARNERS WILL BE ABLE TO:

- Describe the purpose of a QMS, of QMS standards, of QMS audit and of third-party certification;
- Explain the role of an auditor to plan, conduct, report and follow-up a QMS audit in accordance with ISO 19011 and ISO/IEC 17021 where appropriate;
- Plan, conduct, report and follow-up an audit of a QMS to establish conformity (or otherwise) with ISO 9001 and in accordance with ISO 19011 and ISO/IEC 17021 where appropriate.

Learners will need to demonstrate acceptable performance in these areas to complete the course successfully.

PRIOR KNOWLEDGE

Before starting this course, learners are expected to have the following prior knowledge:

- Knowledge of the following quality management principles and concepts:
 - the relationship between quality management and customer satisfaction;
 - commonly used quality management terms and definitions and the seven quality principles as given in ISO 9000;
 - the process approach used in quality management;
 - the model of a process-based QMS, the structure and content of ISO 9001.
- Knowledge of the requirements of ISO 9001:2015, which may be gained by completing an IRCA certified QMS Foundation Training course or equivalent.

SGS ACADEMY

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- training@sgs.com

COURSE DURATION: 40 hours
DELIVERY METHODOLOGY: VILT
COURSE LANGUAGE: English
ACCREDITATION: CQI/IRCA

COURSE CERTIFICATION

Learners will be required to complete the face to face examination within 180 days upon VILT course start date. Those who pass both the face to face examination and continuous assessment will be issued with a "Certificate of Achievement" that satisfies the formal training for an individual seeking certification as a CQI / IRCA auditor / lead auditor. The "Certificate of Achievement" is valid for a period of five years from the date of the last day of the Course for the purpose of certifying as an auditor with the CQI / IRCA.

Certified by:



COURSE CONTENT

VILT SESSION 1

- Quality management systems and the ISO 9000 series of standards
- Process-based quality management systems
- Activities

VILT SESSION 2

- Process-based quality management systems - continued
- Activities

VILT SESSION 3

- Registration, certification and auditor competence
- Activities

VILT SESSION 4

- Audits: definition, principles and types
- The audit process
- Activities

VILT SESSION 5

- Preparing for the on-site audit (audit stage 1)
- Activities

VILT SESSION 6

- Developing a checklist
- Activities

VILT SESSION 7

- Conducting the on-site audit (audit stage 2)
- Audit review
- Activities

VILT SESSION 8

- Audit reporting and follow-up
- Activities

VILT SESSION 9

- Activities
- Specimen examination

VILT SESSION 10

- Role Play - conducting the audit
- Audit report

VILT SESSION 11

- Specimen examination - continued
- Case study presentations
- Q&A

1 DAY FACE TO FACE (CLASSROOM BASED WITHIN 180 DAYS OF COURSE START DATE)

- Morning content refresher
- Afternoon final examination