



## BSI Training Academy

# AS/EN/JISQ 9100:2016 **Lead Auditor** training course

### Essential information about the course

Level



AS/EN/JISQ 9100 is the internationally recognized Quality Management System (QMS), for the aerospace industry. It helps organizations continually improve, focus on meeting customer requirements, and ensures customer satisfaction.

If you are involved in auditing, maintaining, or supervising an Aerospace QMS then this is the course for you. Our AS/EN/JISQ 9100:2016 Lead Auditor course is an intensive five-day course where you'll discover internationally recognized best practice auditing techniques so you can lead auditing activities in your organization.

You'll already have a general understanding of the requirements of ISO 9001:2015, and many delegates will have already attended our Internal Auditor training course.

Using innovative accelerated learning techniques to maximize your learning, you will gain the skills to plan, conduct, report, and follow-up on an audit in accordance with AS 9101F. It will culminate on day 5 with a written exam and upon successful completion you'll be awarded an internationally recognized auditing qualification. This course will not only benefit you when you return to your organization, but it could also be an opportunity to advance your career.

# Our course agenda

## Day 1

- Course aims, objectives and structure
- Knowledge – Strategic Picture:
  - Aviation, Space and Defence Industry Overview
  - Aerospace Quality Management System Overview and Purpose
  - Aerospace Quality Management System Standards Overview
  - Aerospace Quality Management System Certification
  - Role of Auditing in the Aviation, Space and Defence Industry
- Knowledge - AQMS Requirements:
  - Terms & definitions
  - Management principles
  - PDCA
  - Process approach
  - Risk-based thinking
  - Documentation requirements
- AS 9100 Rev:D Intent and Requirements:
  - Clause 4: Context of the organization
  - Clause 5: Leadership
  - Clause 6: Planning

## Day 2

- AS 9100 Rev:D Intent and Requirements:
  - Clause 7: Support
  - Clause 8: Operation
  - Clause 9: Performance evaluation
  - Clause 10: Improvement
- Regulatory / Authority Requirements
- Knowledge – Lead Auditing overview:
  - What is an audit?
  - Plan, execute, report, close-out (systematic)
  - Objectives, scope and criteria
  - Audit evidence triangle
  - Audit programme
  - Audit activities
  - Competencies, roles and responsibilities
  - Confidentiality
  - Stages 1 and 2
- Initiating the audit
- Preparing audit activities

## Day 3

- Stage 1 document review – Case study
- Establish an audit plan
- Generating a checklist
- The process approach
- Sampling
- The opening meeting
- Effective communication
- Verifying information and note taking
- Conducting the Top Management interview
- Process auditing – effectiveness scores
- Auditing the organization's processes (1)
- Product/configuration audit
- Auditing the organization's processes (2)

## Day 4

- Support processes
- Auditing Support Processes
- Interim/Team meetings
- Audit findings
- Nonconformity
- The closing meeting
- Preparing and distributing an audit report
- Audit close and follow up
- Specimen exam paper

## Day 5

- Aerospace Auditor Qualifications
- Final questions and revision
- Introduction to the exam
- Exam



**Book today at**  
[bsigroup.com/training](https://bsigroup.com/training)



Upon successful completion of your course, you'll receive an internationally recognized BSI certificate.

# AS/EN/JISQ 9100:2016 **Lead Auditor** training course.

We want to make sure you have the best learning experience possible. That's why we offer a range of training courses from beginner to expert. We create a positive learning environment so you retain the knowledge and acquire skills that will continue to be of use beyond the course.

**Make sure this is the right course for you.**

## **This is the course for you if:**

- You already have a general knowledge of ISO 9001:2015 Quality Management
- You need to lead a second party audit in your organization
- You are a manager who is responsible for a team of auditors

## **What is the course like?**

- Five days with some homework
- Led by a BSI expert tutor
- Relaxed and comfortable learning environment
- You'll receive a detailed course pack to take away
- There will be a two-hour exam on the final day

## **How will I benefit?**

- Gain the confidence to lead and manage a team on AS/EN/JISQ 9100:2016 audit activities
- Be prepared for a successful second party AS/EN/JISQ 9100:2016 audit
- Be able to audit to internationally recognized best practice (ISO 19011:2011 and AS 9101F)
- Develop professionally and gain a recognized qualification
- Network with likeminded peers

## Why invest in training from BSI?

When you attend a BSI training course, our tutors are the best in the business. They're truly passionate about sharing their knowledge and ensuring you learn. Trusted experts with years of hands-on and business experience, they bring the subject matter to life with relevant and contemporary examples.

### **Training delivered at your site**



This could be a convenient and cost effective option, especially if you have multiple delegates.

**Talk to one of our experts to find out more.**

### **Next steps with the BSI Academy**



You may be interested in our Lean Six Sigma training courses to keep your business processes lean and boost customer satisfaction.

**bsi.**

#### **BSI Group**

Kitemark Court  
Davy Avenue, Knowlhill  
Milton Keynes, MK5 8PP

T: +44 (0)345 086 9000  
E: [training@bsigroup.com](mailto:training@bsigroup.com)  
[bsigroup.com/training](http://bsigroup.com/training)

Find out more.

Call: **+44 (0)345 086 9000**

Email: **[training@bsigroup.com](mailto:training@bsigroup.com)**  
or visit: **[bsigroup.com/training](http://bsigroup.com/training)**