

BSI Training Academy

CQI and IRCA Certified (17955)

ISO 9001:2015 **Lead Auditor** training course

Essential information about the course

Level



ISO 9001 is the world's leading management system standard. That's why organizations around the world invest in training their people so they have the skills and the knowledge to benefit from it.

Our CQI and IRCA Certified ISO 9001:2015 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 detailed understanding of the requirements of ISO 9001:2015. Many delegates on this

course 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 an audit in accordance with ISO 19011. 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 with a professional qualification.

"The course was highly informative, efficiently organized and most beneficial. On top of this it was very enjoyable and fun. It was a really good week with great delegates and a first rate tutor."

One Tick Consultancy, UK

Our course agenda

Day 1

- Aims, objectives & structure
- First, second & third party audits
- Typical audit activities
- Audit objectives, scopes & criteria's
- Audit resources
- Roles & responsibilities
- Confidentiality
- Audit methods
- Stage 1 & 2 audits
- Audit plan
- Work documents
- Opening meeting
- Audit evidence
- Effective communication
- Audit findings & meetings
- Closing meeting
- Audit reports & follow-up
- Executing the audit

Day 2

- Quality Management System (QMS) purpose & business benefits
- Terminology
- Plan-Do-Check-Act
- QMS processes & context
- Conformance & compliance
- Role of the auditor
- QMS documented information
- Initiating the audit
- Document review
- Audit plan
- Work documents
- Opening meeting
- Observations
- Interviewing top management

Day 3

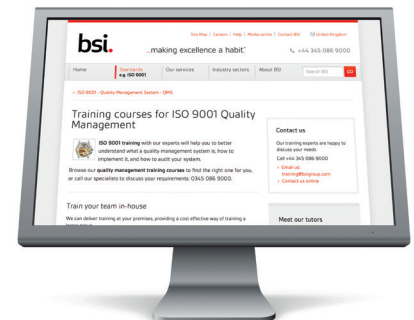
- Specimen exam: Section 1 & 2 review
- Auditing context of the organization
- Auditing the organization's QMS planning process
- Tutorial on body language
- Audit trails
- Auditing the organization's operational QMS processes (1)
- Auditing the organization's operational QMS processes (2)

Day 4

- Specimen exam: Section 3 review
- Auditing the organization's operational QMS processes (3)
- Nonconformities
- Closing meeting
- Audit report
- Audit follow-up
- Specimen exam: Section 4 review

Day 5

- Hand in homework: Audit report
- The certification and accreditation process, the role of CQI and IRCA, the CQI and IRCA QMS auditor certification requirements and code of conduct
- Final questions/revision
- Evaluation
- Introduction to the exam
- Exam



Upon successful completion of your course, you'll receive a CQI and IRCA training course certificate.

“The tutor made a subject which I had very little interest in to begin with, very engaging and has completely changed my opinion towards auditing.” Zurich Engineering, UK

CQI and IRCA Certified ISO 9001:2015 **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 thorough knowledge of ISO 9001 Quality Management Systems requirements
- You need to lead a second-party audit in your organization
- You are a manager who is responsible for a team of internal 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 of internal auditors
- Be prepared for a successful second party ISO 9001:2015 audit
- Be able to audit according to internationally recognized best practice (ISO 19011:2018)
- Develop professionally and gain a recognized qualification
- Meet requirements for CQI and IRCA certification

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 that means you can focus on learning.

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.

Find out more.
Call: **+27(0)12 004 0279**
Email: **bsi.za@bsigroup.com**
or visit: **bsigroup.com/training**