



ISO 140001:2015

Internal Auditor



Your partner
in progress

Course descriptive

An effective EMS audit provides a solid framework for meeting customer challenges and realizing benefits such as environmental protection, resource conservation and improved energy efficiency. Optimize your auditing skills in line with the internationally recognized ISO 14001:2015 and boost your internal audit capabilities.

This course develops the necessary skills to assess and report on the conformance and implementation of processes based on ISO 14001:2015. You'll learn how to initiate an audit, prepare and conduct audit activities, compile and distribute audit reports and complete follow-up activities.

Pedagogical objectives

- Recognize areas your Certification Body (CB) will be generally looking for to comply with generic internal auditing requirements in management system standards. This will include the meanings and intentions of certification criteria and associated theories, methodologies, techniques or tools
- Prepare, conduct and follow-up on ISO 14001:2015 audit activities
- Identify and apply the benefits and requirements of an ISO 14001:2015 audit
- Gain the skills to assess an organization's capability to manage its EMS
- Write factual audit reports

Skills to be acquired

You will learn to explain:

- The guidelines of management system auditing according to ISO 19011:2018
- The application of these guidelines to auditing ISO 14001:2015

You will have the skills to:

- Initiate the audit
- Prepare audit activities
- Conduct audit activities
- Prepare and distribute the audit report
- Complete the audit
- Audit follow-up

Targeted audience

Anyone involved in the auditing, maintaining or supervising of an ISO 14001:2015 EMS.



Prerequisites

You should have a good knowledge of ISO 14001:2015 and the key principles of an EMS. If not, we strongly recommend you attend our ISO 14001:2015 Requirements course.

Duration

2 days – 14 hours

Pedagogical, technical and framing means

Course materials including :

- Introduction to the training, detailed program and security assignments
- Course presentation, theory and activities/ role plays
- Answers to the activities
- Videos
- Additional documents, distributed during the sessions, to use for the activities
- Attendance sheet to be signed

Assessment specifics

- Questionnaire to assess the knowledge at the end of the training
- Customer survey

What is included?

- Course materials, provided electronically
- Letter of attestation
- Official certificate



Agenda – Day 1

Time	Topic
09:00	Benefits to you, welcome and introductions
	Course aim, objectives and structure
	Environmental management systems – Intended outcome(s)/result(s)
	14001 components overview
	Need for internal audit
	Guidelines for auditing management systems ISO 19011
	Auditing terms and definitions
	What is an audit/process
	Plan, execute, report, close-out
	Audit evidence
	Audit program
	Audit scope, criteria and objectives
	Principles of auditing
	Typical audit activities
	Auditor responsibilities
	Initiating the audit
	Document review
	Audit plan
	Sampling
	Work documents
	Opening meeting
	Communications and attributes
	Recording the facts
	Internal audit video
17:00	End of day 1



Day 2

Time	Topic
09:00	Review of day 1 quiz
	Nonconformities
	Generating audit findings – Simulated audit
	Documenting Nonconformities
Lunch	Preparing audit conclusions
	Closing meeting
	Conduct a closing meeting
	Audit report (typical contents)
	Conducting audit follow-up
	Reflection quiz
	Course review and final questions
17:00	End of course

- *These training modules are eligible to the subsidizing by the public institutions in France (OPCO);
- **Each delegate receives a training convention after enrolment.
- ***Please note that for the public sessions, you have until 48h before the start of the course to confirm your enrolment. For the in-house sessions, the deadline would be two weeks prior to the start of the course.
- ****Should you be in a disabled situation, please contact us and indicate what details should be taken into account.
- *****You can contact us on training.france@bsigroup.com or 01 89 79 00 40.