



# ISO 50001 Internal Auditor



Your partner  
in progress

## Course descriptive

Carrying out internal audits of an energy management system requires the internal auditor to assess conformity and effectiveness with ISO 50001:2018, with the demonstration of continual energy performance improvement. Based on ISO 19011:2018, and elements of ISO 50003, this course will guide you through the activities necessary to carry out an internal audit of your energy management system.

Through the various activities, group work, discussions, and reflection, you will learn the fundamentals of planning, conducting and reporting on an internal audit. You will also gain an appreciation of verifying improvements in energy performance, and in assessing the effectiveness of an energy management system.

## 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
- Have the necessary knowledge and skills to carry out an internal audit of your organization's energy management system
- Apply and document internal audit activities and outputs in a concise, consistent and informative manner
- Assess and attest that your energy management system is in conformity with ISO 50001 and it is implemented effectively
- Be confident that you are demonstrating energy performance improvements
- Prepare your organization for third-party audit of its energy management system

## Skills to be acquired

Upon completion, you should be able to:

- Explain and apply the guidelines of management systems auditing according to ISO 19011:2018
- Explain the application of these guidelines to auditing ISO 50001:2018
- Plan an internal audit of ISO 50001:2018
- Prepare internal audit activities
- Conduct an internal audit
- Prepare and distribute the internal audit report
- Complete the audit
- Audit follow-up



## Targeted audience

Any person or team tasked with, or interested in, auditing the conformity and the effectiveness of an energy management system based on ISO 50001:2018.

Please note: The implementation and the auditing of an ISO 50001-based energy management system require different skill sets. Participants with an interest in implementation should consider completing the implementation course before attending this internal audit course.

## Prerequisites

An understanding of the requirements in ISO 50001:2018, as covered in our ISO 50001:2018 Requirements course. This course does not therefore cover any understanding of the requirements of this standard.

## 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
	ISO 50001:2018 components overview
	Intended outcome: ISO 50001:2018
	Requirements for internal audits
	Guidelines for auditing management systems ISO 19011:2018
	Auditing terms and definitions
	What is a management system audit
	Plan, execute, report, close-out
	Audit process, evidence and criteria
	Principles of auditing and typical audit activities
	Audit program
	Audit objective, scope and criteria
	Auditor responsibilities
	Initiating the audit
	Document review
	Sampling
	Audit plan
	Work documents, checklist preparation
	Opening meeting
Communications and personal behaviour	
Verifying information and recording the facts	
Internal audit video	
17:00	End of day 1



## Agenda

### Day 2

Time	Topic
09:00	Review of day 1 quiz
	Audit findings
	Generating audit findings – simulated audit
	Documenting nonconformities
	Preparing audit conclusions
Lunch	Closing meeting
	Conduct a closing meeting
	Audit report (typical contents)
	Conducting audit follow-up
	Reflection quiz
	Course review and final questions
	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](mailto:training.france@bsigroup.com) or **01 89 79 00 40**.