

ISO 9001:2015 Internal Auditor Training

Course Objectives

This one-day course provides refresher training in the skills necessary to be an effective internal QMS auditor.

Prerequisites

It is recommended that all students have the following prior knowledge:

- basic knowledge of the concepts of quality management and the relationship between quality management and customer satisfaction

Who Should Attend?

This course is ideal for those who are responsible for internal management system audits including department managers, supervisors, quality representatives, engineers and administrative staff who need a refresher course on the techniques to perform effective internal audits.

Key Session Topics

This course covers the following topics:

1. Quality Management Systems
2. Audit Findings
3. Managing an Audit Finding
4. Managing an Audit Program
5. Audit Planning and Preparation
6. Conducting Audit Activities
7. Preparing and Distributing Audit Reports
8. Completing Audit and Conducting Follow up

Date, Time, Location

This course is performed on-site at the customer's location and can be scheduled at your convenience.

Cost

\$850.00 USD per person (must have at least six participants) and includes training materials. If ten or more persons from the **same company register at the same time**, a 10% discount is applicable. Note to ensure enough time is spent answering questions and training facilitation no more than 12 participants are permitted.

Cancellation Policy

Cancellation Policy: If you cancel greater than 15 days in advance of the first day of class, a cancellation fee of \$150 will apply. If you cancel 14 days or less prior to the first day of class, the total amount is non-refundable. If minimum class size is not met for this event, it may be cancelled and notification will be provided at least 21 days prior to the event. Participants will be notified and provided a 100% refund if ACG should cancel the class.