



**isocom**

certified business management systems

## ISO 9001 INTERNAL AUDITOR – 1 OR 2 DAYS

<b>Course objectives</b>	To enable delegates to understand the basis of the ISO 9001:2015 standard and have the confidence to conduct an effective internal audit.
<b>Benefits</b>	<p>The ongoing maintenance and improvement of your ISO 9001 system depends largely on conducting effective internal audits. It will help you to be pro-active in identifying problems and highlighting where improvements might be.</p> <p>The course will describe how to schedule, plan and perform an audit, report findings, conduct opening and closing meetings and establish effective follow up action.</p>
<b>Who should attend?</b>	Anyone in the early stages of becoming involved in performing internal quality audits or anyone who wants a refresher of their audit skills. To derive maximum benefit from the course, it would be beneficial if delegates had some knowledge of their own quality system. The course is for 1 day duration, but a more in-depth course giving a greater emphasis on understanding the ISO 9001 standard is available over 2 days.
<b>The course includes</b>	<ul style="list-style-type: none"><li>• An introduction to ISO 9001:2015</li><li>• The process approach to auditing</li><li>• Planning and preparing for an audit, including the use of checklists</li><li>• The practical aspects of auditing</li><li>• Performing an audit</li><li>• Reporting findings and raising non-conformities/observations</li><li>• Follow up action</li></ul>
<b>In-house or open course?</b>	The course can be tailored to meet your organisation's needs and held on your premises or at a suitable venue of your choice. We can also include your delegates onto one of our open courses held locally if you would prefer.
<b>Integrated courses</b>	This course can be integrated with the ISO 14001 and/or 18001 internal auditor's course. Please ask for details.
<b>Certification</b>	All delegates will be awarded a certificate verifying attendance and completion of the course.
<b>Contact</b>	Contact us to discuss your requirements 07976 012945 susie.amey@btinternet.com