



AO17823

## IRCA Certified QMS Auditor / Lead Auditor – ISO 9001:2015 Training Course

### **IRCA Registration**

This Training Course (A17980) is registered by **IRCA**.

### **SUMMARY**

- To develop the needed expertise to audit a Quality Management System (**QMS**) based on ISO 9001:2015
- To manage a team of auditors by applying widely recognized audit principles, procedures and techniques.
- Develop the skills (mastering audit techniques) and competencies (managing audit teams and audit program, communicating with customers, conflict resolution, etc.) necessary to efficiently conduct an audit.





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## WHO WILL BENEFIT ?

- QMS Auditors, MR, Managers, Engineers, Professionals, Technical Experts in Quality field.
- Document Controllers, Internal Auditors, Implementation Managers.
- Management System / ISO / TQM Consultants.
- Students and Job seekers in Quality field /Certification Bodies/Career Development.



## COURSE AGENDA

5 DAYS

DAY 1

- General introduction to QMS & ISO 9001
- Principles & Requirements

DAY 2

- Audit principles, preparation & launching of an audit
- Document review

DAY 3

- On-site audit activities
- A Mock audit / An audit role play

DAY 4

- Reporting Non-Conformity & Audit Report
- Closing the audit

DAY 5

- Certification Exam



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## LEARNING OBJECTIVES

### Knowledge

- ✓ Explain the purpose of a **QMS**, **QMS standards**, **management system audit**, **third party certification** and the business benefits of improved performance of the QMS.
- ✓ Explain the **role** and **responsibilities** of an auditor to plan, conduct, report and follow-up a quality management system audit in accordance with ISO 19011 and ISO/IEC 17021, as applicable.

### Skills

- ✓ **Plan**, **conduct**, **report** and **follow-up** an audit of a quality management system to verify conformity with ISO 9001 and in accordance with ISO 19011, and ISO/IEC 17021, as applicable.





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## ASSESSMENT and CERTIFICATE

### 1. Continuous assessment

Based on the attendance and participation

A Certificate of Attendance by DQS will be issued to the registered participants who have participated in the whole training course and completed all assignments, but have not been successful in passing the written examination or general evaluation.

### 2. Written examination

2 hours, 4 sections, 90 marks, Closed Book

30 min extra for English as Second Language (ESL) students

Passing mark is 70%, and min 50% in EACH section. If failed, allow to re-take exam ONCE within 12 months.

An IRCA registered Certificate of Successful Completion by our training partner TVE Cert will be awarded to registered participants who have participated in the whole training course, completed all assignments, and passed the written examination and general evaluation.

The Certificate of Successful Completion is valid for 3 years from the last date of the course for IRCA auditor registration purpose.

## CONTACT INFORMATION

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