



AO17823

IRCA Certified OHS Auditor / Lead Auditor – OHS 18001:2007 Training Course

IRCA Registration

This Training Course (A17824) is registered by **IRCA**.

SUMMARY

- To develop the needed expertise to audit an Operational Health & Safety System (**OHS**) based on ISO 18001:2007
- 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 ?

- OHS Auditors, EHS MR, Managers, Engineers, Professionals/Experts in OH&S Fields.
- ISO / EHS consultants, Safety officers
- Personnel from organizations working towards OHSAS Certification
- Students / Job Seekers in safety field / Certification Bodies / Career development



COURSE AGENDA

5 DAYS

DAY 1

- General introduction to OHSMS and OHSAS 18001:2007
- 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

- ✓ Understand the **scope** and **fields** of application of OHSMS and standards and where applicable, other criteria and standards against which an audit could be performed.
- ✓ Understand the **techniques** available, **process** and **principles** of risk assessment and their significance in the process of self-regulation for all OHS requirements.
- ✓ Identify the **requirements** of the OHSMS standards against which an audit is to be performed.
- ✓ Explain the **differences** between OHSMS standards and QMS and EMS standards.
- ✓ Describe the **roles** and **responsibilities** of Auditors and Lead Auditors in the context of OHSMS audits.
- ✓ Explain the **rationale** supporting the implementation of OHSMS or the integration of OHS requirements into existing management systems.
- ✓ **Plan**, **prepare**, **perform** and **report** both verbally and in writing an audit of the management and operation of an organization in accordance with the requirements of established relevant audit criteria.
- ✓ **Collect** and **analyze** evidence, exercising objectivity, and make and communicate decisions of the significance of observations made.





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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

Tel: +852 3752 2297, 3752 2290

Email: iso@dqs.hk

Website: www.dqs.hk

