**This two-day course will show you how to:**

- Consistently maintain compliance with ISO 9001 requirements
- Review how much you already know about the standard, close gaps in your knowledge and consider ISO 9001 requirements in the context of an audit
- Become confident planning, performing and reporting on an internal audit, and understandhow your findings inform action to improve your quality management system

Our tutors will help you identify roles and responsibilities that are critical to a successful internal audit – giving you the confidence to fulfil them.

**Course Materials**

Students receive a comprehensive course manual with reference materials.

**Certification**

A certificate of achievement is awarded to all learners who complete the course successfully and pass the written test.

This course is certified by the IRCA Registration Governing Board and satisfies part of the formal training requirement for individuals seeking certification under the IRCA QMS Internal Auditor Certification Schemes (Course Specification PT236).

Students who successfully complete this CQI and IRCA ISO 9001:2015 Internal Auditor (QMS) course will satisfy part of the training requirements for initial certification as an IRCA Certificated QMS Internal Auditor. In addition to this course, delegates must also complete a CQI and IRCA Certified ISO 9001:2015 Foundation (QMS) Training course (or equivalent) to meet the full training requirements for initial certification as an IRCA QMS Internal Auditor

**Course Materials**

Students will receive a comprehensive course manual with reference materials.

Reference copies of ISO 9000, ISO 9001, ISO 9004, ISO17021 and ISO 19011 will be available for the class-room based course.

See current Course Schedule for details of dates and price or alternatively if you have 4 or more delegates you may benefit from running an in-house course specifically for your team please email anne-marie.smith@qmsskills.co,uk for details.

QMS
SKILLS LIMITED

ISO 9001: 2015
QMS Internal Auditor

CQI | IRCA
APPROVED TRAINING PARTNER

## Course Overview

The aim of this 2 day classroom-based course is to provide students with the knowledge and skills required to perform an internal audit of part of a Quality Management System based on ISO 9001 (or equivalent) and report on the effective implementation and maintenance of the management system in accordance with ISO 19011.

This course develops the necessary skills to assess and report on the conformance and implementation of processes based on ISO 9001:2015. You'll learn how to initiate an audit, prepare and conduct audit activities, compile and distribute audit reports and complete follow-up activities.

### Who should attend
- Anyone involved in the auditing, maintaining or supervising of an ISO 9001:2015 QMS
- Staff responsible for conducting internal audits
- Those who want to monitor quality management system performance

### Course Pre-requisites
CQI/IRCA recommends that all students have prior knowledge of management systems, quality management and ISO 9001 before attending this course. An understanding of the requirements of ISO 9001 and the commonly used quality management terms and definitions, as given in ISO 9000, may be gained by completing a CQI/IRCA Certified ISO 9001:2015 QMS Foundation Training course or equivalent.

### Course content
- Guidelines of management system auditing according to ISO 19011:2011
- Application of auditing guidelines to ISO 9001:2015
- Initiating, preparing and conducting audit activities
- Preparing and distributing the audit report
- Completing audit and follow-up

### This course will help you:
- Prepare, conduct and follow-up on ISO 9001:2015 audit activities
- Identify and apply the benefits and requirements of an ISO 9001:2015 audit
- Gain the skills to assess an organisation's capability to manage its QMS
- Write factual audit reports and suggest corrective actions

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CERTIFIED COURSE