

# ISO 9001:2008

## INTERNAL AUDIT

### 2-DAYS WORKSHOP

This course is designed to provide necessary training and competency to conduct internal quality audits in accordance with the requirements of ISO 9001:2008 standard. The course is based on the auditing requirements of ISO 19011:2002 standard. Conducted in a workshop style, the course consists of lectures, case studies and role play.

Internal Quality Auditing is a mandatory requirement in ISO 9001:2008 standard. This course should enable participants to do internal audit planning & scheduling, execution and report writing. It will also help in better management of internal audits and their effective use for improvement of company processes.

**Course Contents:** Main topics covered in the course include;

- Study and understanding of ISO 9001:2008 requirements
- Definitions and Concepts as per the latest standard
- ISO 19011:2002 Guidelines for Auditing
- Auditing principles; Auditor's Attributes and Responsibilities
- Types, Classification and Approaches of Audits
- Audit Planning and scheduling
- Audit Execution and Reporting
- Case Studies and Exercises
- Auditors Qualification and Registration.

**Course Material:** The participants will receive:

- Course Folder containing instructional material.
- Training Copy of ISO 9001:2008 standard

- Training Copy of ISO standard on auditing, ISO 19011:2002

**Training Methodology:** This course is based on participative and accelerated learning techniques.

**Course Certificate:** Each participant passing test will be entitled for a certificate.

**Course Facilitators:** Course facilitators are highly capable and qualified quality assurance practitioners with practical industrial and managerial experience, especially in implementing the quality techniques.

**Course Schedule:** The training will commence at 0800 hrs and terminate at 1700 hrs. In between there will be two 15 minutes coffee breaks and one 45 minutes lunch break.

**For further details, fee or quotation, please contact:**

**Training Coordinator**

**AQTS Inc.**

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