New Distance-Learning Format

QUALITY MANAGEMENT SYSTEMS AUDITOR / LEAD AUDITOR TRAINING COURSE*

(3-day Laboratory)

IRCA CERTIFIED !!

Focus Standard: ISO 9001:2015 with 8 Workshops!

Objective

***This intensive course is certified by the IRCA (Cert. No. 17020) and satisfies the formal training requirements for individuals seeking certification under the IRCA QMS Auditor Certification Scheme.**

***This training course and certificate of attainment is recognized by RABQSA as equivalent to their QMS Lead Auditor Course (TCD-17)**

Delegates successfully completing this course satisfy the formal training requirement for individuals seeking certification under the IRCA QMS Auditor Certification Scheme.

On successful completion the delegate will know the ISO 9000 Series, be trained Auditors, be competent to audit their own organization, subcontractors and suppliers as Auditors or Lead Auditors, be able to prepare for audits and understand the economic advantages of Quality Management Systems.

Distance-learning techniques are used to maximize delegate knowledge development at the learning pace of the delegate. Participation in the 3-day laboratory is designed to broaden the skills knowledge of system and audit applications.

From an auditor's perspective, persons who should attend this course include:

- Managers introducing Quality Management Systems
- Personnel who audit within their organization and those of their suppliers
- Management consultants who need to know more about ISO 9000
- Persons wishing to pursue a career as third party IRCA QMS Auditors and Lead Auditors

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APPROVED TRAINING PARTNER

Prior Knowledge Expectation and Course Content ... See Reverse

Overview

This new distance-learning format of the Quality Management Systems Auditor / Lead Auditor Training Course offered by Ashbrooke has been developed to provide persons with an alternative to the traditional teaching programmes.

The delegate's development process is simply this:

- The delegate receives access codes for accessing the distance-learning web-materials
- The delegate learns/develops through self-study inter-active activities
- The delegate participates in a 3-day laboratory
- The delegate is formally evaluated with the IRCA exam at the end of the laboratory

The key focus issues are:

- Knowledge development through self-determination
- Skills development through group practice, reinforcement, discussion
- Theory and applications confirmation through formal IRCA examination

The course examines and explores:

- ISO 19011:2018
- Quality Management Principles – Review
- Quality Objectives, Continual Improvement – Review
- Context of the Organization (Business Environment) – Review
- Risk-Based Thinking – Review
- Audit Process
- Quality Management System Documentation
- Checklists
- Audit Plans
- Pre-Audit Contact
- Opening / Closing Meetings
- Conformance Audits
- Follow-up and Completion

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Prior Knowledge Expectation …

Management systems

- The Plan, Do, Check, Act (PDCA) cycle
- The core elements of a management system and the interrelationship between top management responsibility, policy, objectives, planning, implementation, measurement, review and continuous improvement

Quality management

- The fundamental concepts and the seven quality management principles (see ISO 9000):
  - Customer focus
  - Leadership
  - Engagement of people
  - Process approach
  - Improvement
  - Evidence-based decision making
  - Relationship Management
- The relationship between quality management and customer satisfaction

ISO 9001

Knowledge of the requirements of ISO 9001 and the commonly used quality management terms and definitions, as given in ISO 9000, which may be gained by completing an IRCA Certified QMS Foundation Training course or equivalent.

Laboratory Content

Day 1 (8:30 a.m. – 6:00 p.m.)

General Introductions

Introduction – Laboratory Case Study Requirements

General Knowledge Review – Discussion of Quality Management Principles / Continual Improvement / Quality Objectives and Targets

Part 1 – Conducting a Document Review

Part 2 – Preparing an Audit Checklist

Day 1 Laboratory Wrap-up

Day 2 (8:30 a.m. – 6:00 p.m.)

General Review

Part 3 – Preparing an Audit Plan

Part 4 – Conducting an Opening Meeting

Part 5 – Conducting an Interview

Day 2 Laboratory Wrap-up

Day 3 (8:30 a.m. – 6:00 p.m.)

General Review

Part 6 – Preparing an Audit Report

Part 7 – Conducting a Closing Meeting

Part 8 – Follow-Up and Review of Corrective Action

Final Instructions

Review CQI/IRCA Practice E-Exam

Laboratory Close