ISO 9001:2026 INTERNAL AUDITOR
(Quality Management Systems)
TRAINING COURSE*

(2 days)

IRCA CERTIFIED !!

8 Workshops!

Objective

***This intensive 2-day course is certified by the International Register of Certificated Auditors (IRCA) Registration Governing Board and satisfies part of the formal training requirement for certification as an Internal QMS Auditor (Cert. No. 2994).**

***A certificate of attainment for attending both the IRCA QMS Foundation course together with the Internal QMS Auditor course will be recognized by RABQSA as equivalent to their QMS Internal Auditor course (TCD24)**

On successful completion, delegates will be trained Auditors, competent to audit their own organization:

- Be able to prepare, plan, conduct internal audits
- Be able to report the results whilst identifying efficiencies and opportunities for improvement of the Quality Management Systems

Interactive learning techniques are used to maximize delegate participation, including workshops designed to broaden the knowledge of system and audit applications.

Further, the delegate will be made aware of good current practices and be encouraged to develop constructive audit skills through analysis and self-appraisal.

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

- Personnel who audit within their own organization

CQI | IRCA
APPROVED TRAINING PARTNER

Overview

Why Audit?

It is essential for an organization to understand its performance against its requirements; and whenever possible, to identify opportunities for improvement. To achieve these objectives, an organization must set out to conduct internal reviews of itself. These are called *internal audits*.

Internal audits are required in ISO 9001:2026 through the clause 9.2.

The intent of this process is to ensure the organization's knowledge of itself and how it is performing to its requirements. This process is charged to the internal auditor, whether developed from within or hired from outside.

Success in the auditing process is characterized by reliance on a number of principles. These principles make the audit experience an efficient and reliable tool in support of management policies and controls, providing information on which an organization can act to improve its performance.

Prior Knowledge Expectation and Course Content ... See Reverse

QSA INTERNATIONAL
RAB
PERSONNEL & TRAINING CERTIFICATION

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 continual 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

Quality management terms and definitions

An understanding of the requirements of ISO 9001 and the commonly used quality management terms and definitions in ISO 9000, **which may be gained by completing an IRCA Certified ISO 9001:2026 Foundation (Quality Management Systems) Training course or equivalent**.

Course Content …

Day 1: 8:30 a.m. - 6:00 p.m.

Introduction

QMS and Process Approach

Key Vocabulary (exercise)

ISO 9000 Family

Risk-Based Auditing

Remote Auditing

Continual Improvement – PDCA

Audit Cycle

Case Study P1 – Risk-Based Decision-Making

Case Study 1 – Preparing a Checklist

Case Study 2 – Preparing an Audit Plan

Auditor's Challenge – Incident … 1

Questionnaire No. 1

End Day 1

Day 2: 8:30 a.m. - 6:00 p.m.

Case Study 3 – Opening Meetings

Case Study 4 – Conducting an Interview

Auditor's Challenge – Incident … 2

Case Study 5 – Writing Audit Reports

Case Study 6 – Closing Meetings

Case Study 7 – Follow-up and Review of Corrective Action

Questionnaire No. 2

Close