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

(5 days)

IRCA CERTIFIED !!

Prior Knowledge Expectation and Course Content ... See Reverse

Objective

***This intensive 5-day course is certified by the Governing Board of the IQA International Register of Certificated Auditors (IRCA Cert. No. 2995).**

***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.

Interactive learning techniques are used to maximize delegate participation, including workshops designed to broaden the 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, and
- Persons wishing to pursue a career as third party IRCA QMS Auditors and Lead Auditors

Overview

This 5-day course offered by Ashbrooke has been developed to progress the delegate through a series of modules, each containing a day's activities of presentation and participation; after which each successful delegate will have earned his/her training qualification for certification as an IRCA QMS Auditor / Lead Auditor.

The course examines these issues by opening with the Auditor's Code of Conduct. This is followed by examining and exploring:

- ISO 19011:2026
- Quality Management Principles – Review
- Quality Objectives, Continual Improvement – Review
- Context of the Organization (Business Environment) – Review
- Risk-Based Thinking – Review
- Risk-Based Auditing
- Remote Auditing
- Audit Process
- Quality Management System Documentation
- Checklists
- Audit Plans
- Pre-Audit Contact
- Opening / Closing Meetings
- Conformance Audits
- Follow-up and Completion

Plus, over 90% of the course timing is dedicated to syndicate activities designed to examine and explore the disciplines of planning and conducting QMS audits. **This course contains 4 Questionnaires, 9 Workshops, plus several additional skills development activities.**

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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 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 ISO 9001:2026 Foundation (Quality Management Systems) Training course or equivalent.

Course Content

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

Introduction
Course Requirements

Pre-Course Questionnaire review

Auditor Code of Conduct
Key Vocabulary - Review
Quality Management Principles – Review
Risk-Based Thinking – Review
Continual Improvement – PDCA – Review

Audit Cycle
Auditor's Challenge – Incident

Risk-Based Decision-Making – Group Roundtable
Case Study P1 – Risk-Based Decision-Making

Document Review – Group Roundtable
Case Study 1 – Examining Documentation to ISO 9001:2026

Audit Trail Challenge

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

Open Review
Delegate Review and Discussion – Questionnaire No. 1

Auditor's Challenge – Incident

Checklists – Group Roundtable
Case Study 2 – Preparing a Checklist

Audit Trail Challenge

Audit Plans – Group Roundtable
Case Study 3 – Preparing an Audit Plan

Opening Meetings – Group Roundtable
Case Study 4 – Conducting an Opening Meeting

Day 3 (8:30 a.m. - 6:00 p.m.)

Open Review
Delegate Review and Discussion – Questionnaire No. 2

Auditor's Challenge – Incident

Interviews – Group Roundtable
Case Study 5 – Conducting an Interview

Auditor's Challenge – Incident

Day 4 (8:30 a.m. - 5:30 p.m.)

Open Review
Delegate Review and Discussion – Questionnaire No. 3

Auditor's Challenge - Incident

Audit Reports – Group Roundtable
Case Study 6 – Preparing an Audit Report

Audit Trail Challenge

Closing Meetings – Group Roundtable
Case Study 7 – Conducting a Closing Meeting

Corrective Action – Group Roundtable
Case Study 8 - Follow-up and Review of Corrective Action

Day 5 (8:30 a.m. - 12:30 p.m.)

. *Open Review*
Delegate Review and Discussion – Questionnaire No. 4

Audit Trail Challenge

Final Instructions and Questions
Review CQI/IRCA Practice E-Exam

Course Close