



## ISO 9001:2015 Lead Auditor (QMS)

This expert-led interactive course explains the concepts and requirements of ISO 9001 internal and external auditing. Through a series of live workshops and role plays, delegates work together as they learn about audit activities, from opening meeting to final report.

Central to the course is a case study that builds over the 5 days to demonstrate practically how both customer and supplier objectives can be achieved.

By the end of the course students will understand the fundamentals of internal and external auditing, and have hands-on experience in planning, performing, reporting and following up an audit.

The course includes help in preparing for the CQI and IRCA exam, which delegates will take online, on demand, after the course.

### COURSE DURATION

5 days

### CPD

Equivalent to 40 hours

### COURSE PRICE

From £1895 + VAT

### DATES & VENUES

[View dates & venues](#)

### CERTIFICATES

A CQI and IRCA certified ISO 9001:2015 Lead Auditor (quality management system) training course.

All delegates will receive a certificate on completion.

Course ID: 17954

## Who should attend?

The ISO 9001 Lead Auditor training course offers practical knowledge to:

- those involved in carrying out 1<sup>st</sup>, 2<sup>nd</sup> and/or 3<sup>rd</sup> party audits
- managers who will be responsible for audit teams
- those wishing to apply for IRCA QMS Auditor grades

This course is approved by the global quality standards body, the CQI and IRCA, which expects students to have prior knowledge of the requirements of ISO 9001 and of key quality management principles before attending this course. If you are not sure about your level of understanding, take the quiz to find out which course suits your level of knowledge today.

To help you plan your training effectively, we offer a discount of £100 for those booking the [Introduction to ISO 9001:2015](#) training at the same time as the Lead Auditor training course. Please contact us to take advantage of this offer.

## Key topics

Topics covered on the course include:

- principles of business process management
- business management systems
- management system standards (ISO 9001 series)
- introduction to auditing
- managing the audit programme
- audit planning and preparation
- performing an audit
- audit reporting and follow up

## Skills gained

By the end of this ISO 9001 Lead Auditor training course delegates will be able to:

- plan, conduct, report and follow up a quality management system audit to establish conformity with ISO 9001
- describe the purpose of a quality management system, QMS standards (including ISO 9001), management system audits and 3<sup>rd</sup> party certification
- explain the business benefits of improved performance of the QMS
- explain the role of an auditor



After completing the training course, delegates will be able to take the CQI and IRCA exam, with successful candidates receiving a Certificate of Achievement and meeting the training requirements to become IRCA certified QMS Auditors at all grades.

## Course agenda

This typical course agenda gives you a flavour of the topics covered and the extent of the structured interactive group work we deliver in the form of workshops, discussions and role play.

To make the most of your training investment, expect full working days with breaks and evening tasks.

Over the course of the 5 days we will take you through:

### **Section 1: Process management**

- exercise – process model exercise

### **Section 2: Business management systems**

- exercise – ISO 9001 questionnaire

### **Section 3: Management systems standards**

- exercise – ISO 9001 evidence

### **Section 4: Introduction to auditing**

- discussion – audit programming considerations

### **Section 5: Managing the audit programme**

### **Section 6: Audit planning and preparation**

- case study briefing
- workshop – review documentation and estimate audit resources
- workshop – review risks
- workshop – develop the audit plan
- workshop – create checklists to audit top management
- workshop – check list process auditing

### **Section 7: Audit performance**

- workshop – audit conduct
- the audit team meeting
- workshop – prepare the nonconformity report
- audit performance – the closing meeting

### **Section 8: Audit reporting**

- workshop – prepare for an opening meeting
- role play – the opening meeting

### **Section 9: Examination tutorial**

- workshops evaluate audit situations
- workshop – prepare for audit role play
- role play – audit interviews
- exercise – difficult audit situations
- workshop – audit team meeting and prepare audit report
- role play – closing meeting
- workshop – correction and corrective action
- exercise – being open minded

### **Preparation for exam**

- CQI/IRCA online practice exam questions
- continuous assessment feedback
- action plan for exam preparation

Online and on-demand exams in English and Spanish are now available to delegates to sit after the course, with other languages to follow. We can enter you for the exam and will send you the results when we receive them.

## In-company training

Ideal for groups, you can receive this course exclusively for your organisation at your premises or online in our user-friendly Virtual Classroom.

Enjoy cost-effective flexibility and personalised learning with tailored messaging designed to address your unique business challenges.

[Contact us for a quote.](#)

Tutor was very knowledgeable and able to explain difficult concepts to a wide variety of attendees with very different industry experiences

**J McCann & Co Nottingham Ltd**

Extremely thorough and the interactive role play and content created for that purpose really pulled it all together and put it into action

**Rx Info Ltd**

The course content was exactly what I was looking for having taken over a QM system, but wanting to understand why things were implemented the way they were

**Graypen Limited**

There was no question left unanswered. Every detail was clarified for us by the tutor

**QED Environmental Systems Ltd**

[Read our ISO 9001 course reviews](#)

## Why train with Bywater?

Bywater is the leading independent provider of professional ISO 9001 training in the UK.

Our expert training offers practical understanding of how to realise the benefits and assess the success of implementing and operating a quality management system.

Our delegates know they can rely on proven training delivered by experts at times and locations to suit their needs.

**40 years** established

**100+** course titles

**15** UK locations

**1000+** courses annually

 Global Virtual Classroom

CQI & IRCA, ISEP, RSS and IOSH approved training provider.



[VIEW DATES & VENUES](#)

## Booking is easy

Simply select a course date and venue and fill in the online form. View our full range of courses at [www.bywater.co.uk](http://www.bywater.co.uk)

If you have any questions please call us on 0333 123 9001, use our online chat or email [contact@bywater.co.uk](mailto:contact@bywater.co.uk)

**Bywater**