

Hands-on course , 5  
day(s)  
Ref : ILA

### Participants

Internal auditors, QMS auditors, Project managers or consultants wanting to master the QMS audit process, Individuals responsible for the Quality or conformity in an organization...

### Pre-requisites

ISO 9001 Foundation Certification or basic knowledge of ISO 9001 is recommended.

### Next sessions

## ISO 9001, Quality, Lead Auditor, Certification

*This five-day intensive course - based on practical exercises - enables the participants to develop the needed expertise to audit a Quality Management System (QMS) based on ISO 9001 and to manage a team of auditors by applying widely recognized audit principles, procedures and techniques.*

### OBJECTIVES

To acquire expertise to perform an ISO9001 internal audit  
To acquire the expertise to perform an ISO 9001 certification audit  
To acquire the expertise necessary to manage a QMS audit team  
To improve the ability to analyze the internal and external environment of an organization, and audit decision-making

[1\) Introduction to Quality Management System concepts as required by ISO 9001](#)

[2\) Planning and Initiating an ISO 9001 audit](#)

[3\) Conducting an ISO 9001 audit](#)

[4\) Concluding and ensuring the follow-up of an ISO 9001 audit](#)

[5\) ANSI Accredited Certification Exam](#)

### Certification

*This course is followed by a 3 hours "Certified ISO 9001 Lead Auditor" exam.*

### 1) Introduction to Quality Management System concepts as required by ISO 9001

- Normative, regulatory and legal framework related to Quality.
- Fundamental principles of Quality.
- ISO 9001 certification process.
- Quality Management System (QMS).
- Detailed presentation of the clauses of ISO 9001.

#### Case study

*Case study, experience feedback, group exchange.*

### 2) Planning and Initiating an ISO 9001 audit

- Fundamental audit concepts and principles.
- Audit approach based on evidence.
- Preparation of an ISO 9001 certification audit.
- QMS documentation audit.
- Conducting an opening meeting.

#### Case study

*Case study, experience feedback, group exchange.*

### 3) Conducting an ISO 9001 audit

- Communication during the audit.
- Audit procedures (1/2): observation, document review, interview, sampling techniques.
- Audit procedures (2/2): technical verification, corroboration and evaluation.
- Audit test plans.
- Formulation of audit findings and documenting nonconformities.

#### Case study

*Case study, experience feedback, group exchange.*

### 4) Concluding and ensuring the follow-up of an ISO 9001 audit

- Audit documentation.
- Conducting a closing meeting and conclusion of an ISO 9001 audit.
- Evaluation of corrective action plans.
- ISO 9001 surveillance audit and Internal audit management program.

#### Case study

*Case study, experience feedback, group exchange.*

### 5) ANSI Accredited Certification Exam

- DOMAIN 1: FUNDAMENTAL PRINCIPLES AND CONCEPTS IN QUALITY MANAGEMENT.
- DOMAIN 2: QUALITY MANAGEMENT SYSTEM (QMS).
- DOMAIN 3: FUNDAMENTAL AUDIT CONCEPTS AND PRINCIPLES.
- DOMAIN 4: PREPARATION OF AN ISO 9001 AUDIT.
- DOMAIN 5: CONDUCT OF AN ISO 9001 AUDIT.
- DOMAIN 6: CONCLUSION AND FOLLOW-UP OF AN ISO 9001 AUDIT.

- DOMAIN 7: MANAGEMENT OF AN ISO 9001 AUDIT PROGRAM.

**Exam**

*Revision. Final exam.*