

# ISO 9001, Quality, Lead Auditor, Certification

Hands-on course of 5 days - 35h

Ref.: ILA - Price 2025: 4 140 (excl. taxes)

## EDUCATIONAL OBJECTIVES

At the end of the training, the trainee will be able to:

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

## CERTIFICATION

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

## THE PROGRAMME

last updated: 02/2024

### 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.*

## TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

## ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

## TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

## TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

## ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at [psh-accueil@ORSYS.fr](mailto:psh-accueil@ORSYS.fr) to review your request and its feasibility.

#### 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.*

## DATES

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### REMOTE CLASS

2025 : 21 juil., 13 oct.