

Course ID.18126

CQI and IRCA Certified

**ISO 9001:2015**

**Lead Auditor (QMS) Training Course**

A Course accelerates career success!



CERTIFIED COURSE



## Introduction

Auditing the Quality Management System (QMS) of an organization as a third party, independently and partially, is sometimes becomes very tricky and difficult. Identification of the QMS performance and effectiveness requires auditors with special knowledge and skills. This course is designed for preparing them with relevant skills and knowledge to carry out audits of QMS against ISO 9001:2015 requirements.

This five day course provides an opportunity for participants to update their skills in interactive and supportive surroundings. Our courses are delivered by tutors who are QMS experts and experienced trainers. Practical case study materials, role-playing, group workshops, and open forum discussion are used to develop and practice skills in all phases of auditing.

Participants who passed the continuous assessment and online examination will be awarded an CQI and IRCA certified certificate which designate fulfillment of the training requirements for Lead Auditor registration.

## Objectives and Achievements

**On completion of the training you will be able to:**

- Grasp the application of risk-based thinking, leadership and process management
- Interpret the requirements of ISO 9001:2015 audit in accordance with ISO 19011 (and ISO 17021 where appropriate)
- Gain knowledge and skill to plan and conduct an audit and report on the audit that establishes conformity and enhances overall organizational performances
- Meet the training requirements for registration as a QMS Auditor or Lead Auditor with the CQI and IRCA
- Build stakeholder confidence by managing processes in line with the latest requirements

## Who Should Attend?

- Anyone responsible for carrying out or leading teams of auditors for internal or external audits
- All levels of company employees as well as independent consultants
- Anyone wishing to register with CQI and IRCA as an auditor and those personnel wishing to perform second or third party audits.



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## Prerequisites



You should have a good knowledge of ISO 9001:2008 and the key principles of a QMS. If not, we strongly recommend you attend our ISO 9001:2015 Requirements course. It will also help if you have attended an internal auditor course or have experience with conducting internal or supplier audits.

## Course Certificate

Participants who successfully complete this course with 100% attendance and pass the online examination will be awarded an CQI and IRCA certified certificate which designate fulfillment of the training requirements for CQI and IRCA Lead Auditor registration. For those who failed the examination, an attendance certificate will still be issued.



## Course Duration

5 Days Course Delivery (40 hours learning) plus on-line exam.

## On-line Examination

The exam can be only taken online through the CQI and IRCA Portal. All eligible participants will be able to take this exam at their convenience within 30 days after taking the course. For those who failed the initial on-line exam, you have the option to re-sit the exam within 1 year after taking the class and re-sit fee will be charged.

## Course Contents

The course covers the key principles, concepts and practices of effective QMS audits in line with ISO 9001:2015 and ISO 19011 "Guidelines for auditing management systems". It is using a step-by-step approach to guide through the entire audit process from initiation to follow-up.

The course program helps demonstrating the commitment to quality by transforming existing auditor skills to ISO 9001:2015 in planning, conducting and reporting. Participants can consolidate their expertise with the latest developments of internationally recognized best practice techniques and contribute to continuous improvement of business by effective auditing.

## Course Code & Fee

Course ID: 18126

(Daily Refreshment and Course Materials are included)

Lunch is not included. Please advise us in advance if you have any special requirements.

Dress code: smart casual

## Language

Cantonese

(Supplemented with English Handout and Examination Paper)

## Venue

ACI Learning Centre,  
Hong Kong

