

BENEFITS	PRE-REQUISITES	CONTENTS
<p>On successfully completing the course, students will be able to:</p> <ul style="list-style-type: none"> ➤ Audit as per the requirements of ISO 9001:2015 standard ➤ Understand key elements of ISO 19011:2018 and ISO/IEC 17021-2015 Standards IAF MD 1 & MD 5 ➤ Understand key quality issues ➤ Plan an audit against a set of audit criteria ➤ Successfully execute a quality management systems audit ➤ Create clear, concise and relevant audit reports ➤ Communicate the audit findings to a client <p>The course uses a variety of learning methods including taught sessions, discussions and practical exercises and roles plays to achieve its aims. The practical exercises are based upon a contiguous case study. However, the procedures, work instructions and data are typical and could relate to many different enterprises equally. The practical exercises have been carefully designed to focus upon issues that commonly arise during QMS audits.</p> <p>COURSE VENUE Courses are held at various training centres but alternatively can be held at your premises and tailored for your particular needs. Please contact your local Bureau Veritas Certification office for details</p> <p>ADDITIONAL INFORMATION The maximum number of delegates for this course is 20 and the minimum is 4.</p>	<p>Completion of secondary education.</p> <p>An understanding of report writing is desirable.</p> <p>The students are expected to have acquired the following prior knowledge:</p> <p>a) Knowledge of the following: - The Plan, Do, Check, Act (PDCA) cycle. -The relationship between quality management and customer satisfaction. - Commonly used quality management terms and definitions and the 7 Quality Principles as given in ISO 9000. - The process approach used in quality management. - The model of a process based Quality Management System, the structure and content of ISO 9001.</p> <p>b) Knowledge of the requirements of ISO 9001, which may be gained by completing an CQI-IRCA, certified QMS Foundation Training course or equivalent.</p> <p><i>Pre course study materials:</i> With the aim of enabling students achieving this prior knowledge, Bureau Veritas Certification will provide pre study material in advance.</p> <p><i>Students are required to study the material and also Complete all assignments and test quiz and come prepared to the venue</i></p> <p>REFRESHMENTS Bureau Veritas Certification arranged courses Refreshments and lunches are provided throughout the course. For accommodation and evening meal arrangements, please contact your local Bureau Veritas Certification office.</p>	<ul style="list-style-type: none"> ➤ Quality Management Systems overview. ➤ What to look for in Quality Management System. ➤ Audit Techniques. ➤ What to look for in " Context of the Organization" ➤ What to look for in "Leadership" ➤ What to look for in" Planning for QMS" ➤ What to look for in "support". ➤ What to look for in "Operation". ➤ What to look for in 'Performance evaluation & Improvement' ➤ Accreditation Process (ISO 17021, IAF MD1) ➤ Determining Audit time (IAF MD5) ➤ Auditor Competence (ISO 19011, CQI-IRCA norms) ➤ Practical Exercises and Feedback. ➤ Role plays <p>There will be two types of assessments, continuous assessment, and examination. Methods and duration of Examination: Classroom Exam – 2 hours, OR Virtual Exam – 2 hours, OR E-Assessment (CQI online examination) – 1 hour & 45 minutes. The method of examination will depend on course delivery mode with the priority of E-Assessment.</p> <p>Electronic devices, including laptops and mobile phones, are not permitted into the examination room. Delegates will also be assessed on the basis of their progress throughout the exercises. Delegates who successfully complete both the examination and the continuous assessment will be awarded a Certificate of Achievement and will satisfy the formal training requirements for CQI and IRCA QMS Auditor Certification scheme.</p> <p>Delegates who do not successfully complete both the examination and the continuous assessment will be awarded a Certificate of Attendance for attending the course as per the duration of the course. They possess the right to resit examination once within 12 months since the last day of training course.</p>