



Course ID: P1040

GENERAL DESCRIPTION:

This two-day course is designed for personnel involved in internal quality auditing functions. The course will teach participants:

- to function as effective Internal Quality Auditors;
- to interpret the ISO standard from an auditor's perspective;
- to develop a system which complies with "internal audit" element.
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Case studies are used to provide examples using quality auditing as a continuous improvement tool.

CONTENT OVERVIEW:

- Pre-audit activities
- Concluding the audit
- Workshop on checklist development
- Detailed presentation of ISO 9001 with the objective of developing deeper appreciation for the language and content of the standard.
- Detailed presentation of the audit cycle (audit theory) from the Internal Auditor's perspective, including a discussion of ISO 19011 audit standard.
- Evaluate effectiveness of corrective action
- Application of theory learn from the standard and audit cycle.
- Workshops include (depending on time)...
- Review and discussion of eight case studies which simulate audit scenarios; determination of major and minor non-conformances
- Fundamentals of writing nonconformance statements
- Review and discussion of an ASQ-produced video on internal Auditing

ISO 9001:2000

Internal Auditor Course – a 2-day Workshop



DURATION/SCHEDULE:

- 2 days of instruction, discussion, and assignments/workshops
- Classroom hours are typically 8:00 a.m. - 12:00 p.m. and 1:00 p.m. - 5:00 p.m.

STUDENT MATERIALS:

- ISO 9001:2000 Standard: Quality System Requirements
- ISO 19011 Standard: Guidelines for Auditing Quality Systems – Qualification Criteria for Quality Systems Auditors
- Student workbook
- Additional handouts as appropriate