



Course ID: P4200

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/TS technical specification from an auditor's perspective;
- to develop a system which complies with "internal audit" element.

Case studies are used to provide examples using quality auditing as a continual improvement tool.

CONTENT OVERVIEW:

- Pre-audit activities
- Concluding the audit
- Workshop on checklist development
- Detailed presentation of ISO/TS 16949 with the objective of developing deeper appreciation for the language and content of the technical specification.
- 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
- Open-book Assignment (1 hour, 45 minutes)

ISO/TS 16949:2002

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/TS 16949:2002 Technical Specification: Quality System Requirements
- ISO 19011 Standard: Guidelines for Auditing Quality Systems – Qualification Criteria for Quality Systems Auditors
- Student workbook
- Additional handouts as appropriate