

Manila Office

Pauleene Pallarca
Tel. No.: (02) 687-5673 loc. 112
Fax No.: (02) 687-2651

Pauleene-Mae.Pallarca@tuv-sud-psb.ph

Cebu Office

Faith Lumban
Telefax: (032) 416 3979

Faith.Lumban@tuv-sud-psb.ph

Davao Office

Cindy Villafañe
Telefax: (082) 327 3148

Cindy.Villafane@tuv-sud-psb.ph



**Awareness and Internal Audit Training (IMS)
ISO 9001,ISO 14001, BS OHSAS 18001**

(For Inhouse Training Only)

INTRODUCTION:

The IMS Internal Audit Training aims to equip the participants with knowledge on performing internal IMS audits through discussions and audit exercises.

Implementation of the ISO 9001:2015, ISO 14001:2015 or BS OHSAS 18001:2007 (at least 2 standards) by the Company is required.

TARGET PARTICIPANTS:

Existing and potential IMS Internal Auditors

COURSE OBJECTIVES:

To interpret the requirements of the 3 Standards in the context of an audit. Understand the concept of an audit and its purpose as a management tool. Describe the roles and responsibilities of auditors and lead auditors.

Plan and conduct an audit (in accordance with ISO 19011) Understand the benefits of conducting an audit.

COURSE CONTENTS:

A. Introductions

B. Review of ISO 9001, 14001 and OHSAS 18001

C. Interpreting the Intent of the QMS, EMS and OHSAS Standards

1. Review of requirements
2. Audit evidences

D. Audit Objectives, Principles, and Concepts

1. Terms and definitions
2. Principles of Auditing
3. Audit types
4. Auditor qualities and responsibilities

Manila Office

Pauleene Pallarca
Tel. No.: (02) 687-5673 loc. 112
Fax No.: (02) 687-2651

Pauleene-Mae.Pallarca@tuv-sud-psb.ph

Cebu Office

Faith Lumban
Telefax: (032) 416 3979

Faith.Lumban@tuv-sud-psb.ph

Davao Office

Cindy Villafañe
Telefax: (082) 327 3148

Cindy.Villafane@tuv-sud-psb.ph



E. Audit Preparation

1. Audit plan
2. Audit checklist

F. Conducting On-site Audit

1. Audit communication
2. Audit techniques

G. Audit Reporting

1. Nonconformity reporting
2. Follow up action

H. Auditor Selection and Evaluation

1. Competence
2. Evaluation process

I. Workshop / Exercises

1. Audit plan preparation
2. Audit checklist preparation
3. Actual audit exercise
4. Stating audit findings

J. Question and Answer

DURATION: 3 whole days

TIME: 9:00AM to 5:00PM

AMOUNT: To request for a quotation