

## Manila Office

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## ISO 9001:2015 LEAD AUDITOR TRAINING COURSE

### About TÜV SÜD PSB Philippines Inc.

TÜV SÜD PSB Philippines Inc. is the leading multinational Certification Body operating in the Philippines. TÜV or Technischer Überwachungs Verein (Technical Inspection Association) originated in Germany in 1870. It is a subsidiary of TÜV Suddeuschland Group, the largest TÜV Group in inspection services. TÜV SÜD PSB Philippines' pool of technical experts, seasoned auditors, proven track record in all major industries and worldwide recognition make it the favorite choice of local and multinational companies alike.

The Lead Auditor Training Course (LATC) is a 5-day intensive training on auditing the requirements of ISO 9001:2015. Participants will be trained to become audit team leaders by enhancing their knowledge and auditing skills through lectures and audit exercises.

The LATC is a registered course under the International Register of Certificated Auditors (IRCA), with Course Approval No. A17258. The course will be delivered through Hong Kong Veritas Ltd., a certification and training body based in Hong Kong with IRCA Approval No AO17253.

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## IRCA Approved ISO 9001:2015 QMS Auditor Transition Course

### DESCRIPTION:

The purpose of this training course is to provide additional knowledge, skills and formal qualification for ISO 9001:2008 auditing professionals a comprehensive and certified training course to transit to the ISO 9001:2015 standard.

This training course is structured on a modular basis:

**Module 1 – covering changes arising as a result of the adoption of Annex SL (one day)**

**Module 2 – covering changes arising as a result of amendments to the standard specific content of ISO 9001:2015 (one day).**

The advantage of this modular approach is that students will not be required to re-sit Module 1 (the Annex SL content) once this has been successfully completed. Instead, they need only complete the relevant standard-specific module (Module 2 of that particular Transition Course).

Capitalizing on the powerful Accelerated Learning Technique, this course spends a good portion of time on discussions, exercises and a case study to help students to consolidate knowledge and skills in auditing to the requirements of the new standard.

Students who passed the continuous assessment and the 20 min. open book test (per module) will be awarded a Certificate of Successful Completion. Based on IRCA policy, all IRCA Certificated QMS Auditors must successfully complete an IRCA Certified QMS Auditor Transition Training Course by 1 September 2018, in order to retain their IRCA QMS registration.

### OBJECTIVES:

On completion, successful students will be able to:

- ✚ Know and understand Annex SL as a framework for ISO management system;
- ✚ Know and understand the requirements of ISO 9001:2015;
- ✚ Be able to audit ISO 9001:2015 management system requirements effectively.

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## TARGET AUDIENCE:

- ✚ IRCA certified QMS Auditors (any grade); Holders of auditor training certificates;
- ✚ Certification body auditor/lead auditor; ISO 9001 consultants;
- ✚ Line/Support function personnel who are involved in auditing;

## PREREQUISITE:

HKV Academy recommends that students should have prior knowledge in ISO 9001.

## METHODOLOGY:

There is a balance between knowledge-based presentation, discussions, exercises and case studies. About two third of the time is spent on activity based learning.

## CONTENTS:

### Annex SL Module

- ✚ General introduction; Annex SL and changes in the ISO 9001:2015 requirements
- ✚ Document review and audit planning; Leadership

### QMS Specifics Module

- ✚ Planning, External Provision, Operation and Evaluation, Context and Improvement.

**DURATION:** 2 whole days

**TIME:** 9:00AM to 6:00PM

**AMOUNT:** Php 13,000 (VAT exclusive)  
Php 14,560 (VAT inclusive)



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## IRCA Approved ISO 9001:2015 QMS Auditor Lead Auditor Course

### DESCRIPTION:

The purpose of this training course is to provide knowledge and skills required to perform first, second and third-part audits of quality management systems (QMS) against ISO 9001, in accordance with ISO 19011 and ISO/IEC 17021-1, as applicable.

Capitalizing on the powerful Accelerated Learning Technique, this course spends a good portion of the time on discussions, exercises and case studies to help students to consolidate knowledge and acquire hands on experience that are instrumental in their capacity as a QMS auditor or as a quality function personnel.

Students who passed the continuous assessment and the two (2) hour closed book examination will be awarded a Certificate of Successful Completion. Based on IRCA policy, this course satisfies the training requirement for certification as an IRCA registered QMS Lead Auditor/Auditor.

### OBJECTIVES:

On completion, successful students will be able to:

#### Knowledge

- ✚ Explain the purpose of a QMS, of quality management systems standards, of

management system audit, of third party certification and the business benefits of improved performance of the QMS;

- ✚ Explain the role and responsibilities of an auditor to plan, conduct, report and follow-up a QMS audit in accordance with ISO 19011, and ISO/IEC 17021-1, as applicable.

#### Skills

- ✚ Plan, conduct, report and follow-up audit of a QMS to establish conformity with ISO 9001 and in accordance with ISO 19011, and ISO/IEC 17021-1, as applicable.

### TARGET AUDIENCE:

- ✚ Staff who are charged with the responsibility to develop and maintain a QMS;
- ✚ All QMS auditors who wish to acquire an internationally recognized auditor status;
- ✚ Those who wish to explore career opportunities in management system auditing.

### PREREQUISITE:

IRCA recommends that students are expected to have the following prior knowledge:

- ✚ Management systems including the PDCA cycle and the core elements of a management system;

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- ✚ Quality management including the seven quality management principles;
- ✚ Relationship between quality management and customer satisfaction
- ✚ ISO 9001 requirements and the commonly used quality management terms and definitions.

The above knowledge may be gained by completing an IRCA Certified QMS Foundation Course or equivalent.

### METHODOLOGY:

There is a balance between knowledge-based presentation, discussions, exercises and case studies. About two third of the time is spent on activity based learning.

A mock examination paper will be discussed throughout the course to help students to be familiar with the style of the questions.

### CONTENTS:

- ✚ General introduction;
- ✚ Quality management principles, vocabulary and ISO 9001 requirements;
- ✚ Stage 1 audit (including document review);
- ✚ Audit planning;
- ✚ Process auditing and audit skills;
- ✚ Writing NC reports and audit reporting;
- ✚ Audits follow up.

**DURATION:** 5 whole days (40 hours)

**TIME:** 9:00AM to 6:00PM

**AMOUNT:** Php 30,000 (VAT exclusive)

Php 33,600 (VAT inclusive)