

Audit Management and Team Leadership*

(1 day)

3 Workshops !

Objective

***This 1-day course satisfies part of the Continuous Professional Development (CPD) requirements for individuals maintaining certification under the IRCA Auditor Certification Scheme.**

On successful completion the delegate will understand the principles and practices required for audit management and to convey a knowledge and understanding of the team leadership skills required to competently manage and lead an audit team.

Interactive learning techniques are used to maximize delegate participation, including workshops designed to broaden the knowledge of system and audit applications.

Persons who should attend this course include:

- Managers introducing quality (QMS), environmental (EMS) and health-safety (OHSAS) management systems,
- Personnel who audit within their organization and those of their suppliers,
- Persons wishing to pursue a career as third party Lead Auditors.

Overview

The course is an advanced course designed for experienced practicing auditors who must be familiar with ISO Standards and management system auditing practices.

As the demands of industry rise and become more complex integrating management systems standards, such as QMS, EMS and OHSAS, towards common objectives, the skills and advanced training of auditors must respond and thereby increase accordingly. Since the inception of auditor training schemes worldwide, there have been few changes until now. To meet the immediate needs of industry who have to conform to exacting International Standards, those who audit suppliers, those who are setting up internal audit teams to audit their own

management systems and the personnel who carry out the audits, Ashbrooke Quality Assurance has organized a series of auditor training courses. The aim of these courses is to provide in-depth training at various discipline levels, including those of audit management and team leadership, for suitably qualified individuals in the specialized practices and techniques of auditing, from internal audits to subcontractor audits relating to Third Party audits, as appropriate, to the systems requirements of ISO 9001:2000, ISO 14001:2004, ISO / IEC 17025:2005, ISO 13485:2003, OHSAS 18001, and more.

Course Content

8:30 a.m. - 5:30 p.m.

Introduction

Course Synopsis

Delegate Evaluation

Principles of Audit Management

Workshop - Case Study 1 ... Leader

Effectiveness & Adaptability Description

The Audit Team

Communication

Audit Planning

Lunch Break

Audit Meetings

Workshop - Case Study 2 ... Managing Audit Meetings

Workshop - Case Study 3 ... Audit Team Selection

Close

