

INTEGRATED MANAGEMENT SYSTEM & INTERNAL AUDITOR (ISO 9001:2015 / ISO 14001:2015 / ISO 45001:2018)



Objectives

To equip the participants with the basic knowledge and skills to interpret and to integrate ISO 9001:2015 / ISO 14001:2015 and ISO 45001:2018 Management Systems Requirements effectively.

To enable the participants to conduct their internal audits in accordance with ISO 19011:2018 Guidelines.

Trainer

This course is conducted by registered lead auditors with IRCA, UK with past certification background and who have accumulated many years of conducting audits on various industries both in Singapore, Malaysia, Indonesia, China, Taiwan and in the region. With the practical case reviews specially arranged, the participants can appreciate the skills learnt through effective conducting and reporting of an audit against the ISO 9001:2015 standard requirements.

Duration

3 days | 9am – 5pm | 21 hours

Who should attend

This program is designed for Top and Middle level management and any other personnel who is involved in Internal Audits.

The appointed auditees are also recommended to attend the above program with a view to equip them with the necessary audit know-how and audit checklists in preparing for their internal and external audits exercise effectively.

Course Fees

Member: S\$1,123.50

Non-Member: S\$1,177.00

Registration Fee of S\$17.12 apply

All fees stated are inclusive of 7% GST

Award of Certificate

Certificate of Completion will be issued to participants who have attended at least 75% of the course.



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Course Contents

DAY ONE: Interpretation and Application of ISO 9001:2015

- Purpose and Use of Annex SL (High-Level Structure / Identical Core Text)
- Major Difference In Terminology Between ISO 9001:2008 & ISO 9001:2015
- Process Approach / PDCA Cycle Methodology
- Application of The Seven Quality Management Principles
- Risk-based Thinking In Formulating Quality Management Systems Requirements
- ISO 9001:2015 QMS - Requirements
- Major Focus of ISO 9001:2015 as compared to ISO 9001:2008
- Class-room Assignments & Discussion

DAY TWO (MORNING): Interpretation and Application of ISO 14001:2015 Env. Management Systems

- Purpose and Use of Annex SL (High-Level Structure / Identical Core Text)
- Plan-Do-Check-Act (PDCA) Cycle Methodology
- Introduction To ISO 14001:2015 EMS - Requirements
- Communicate essential changes in EMS Specific Requirements As A Result of Transitioning from ISO 14001:2004 to ISO 14001:2015
- Class-room Assignments & Discussion

DAY TWO (AFTERNOON): ISO 45001:2018 OH & Safety Management Systems

- Purpose and Use of Annex SL (High-Level Structure / Identical Core Text)
- Plan-Do-Check-Act (PDCA) Cycle Methodology
- Risk-based Thinking In Formulating OH & Safety Management Systems Requirements
- ISO 45001:2018 OH & Safety Management Systems – Requirements with guidance for use
- Guidance on the use of this document (Ref: ISO 45001:2018, Annex A)
- Distinction Between ISO 45001:2018 & OHSAS 18001:2007
- Class-room Assignments & Discussion

DAY THREE: ISO 19011:2018 Guidelines For Auditing

- Terms & Definition: Audit, Audit Objective, Audit Scope, Audit Criteria, Audit Evidence, Audit Findings & Audit Conclusion
- Seven Principles of Auditing
- Audit Plan vs Audit Programme
- Management of An Audit Programme
- Six Steps In Performing An Audit
- Prepare Audit Plan and Audit Check Sheet
- Execution of Audit By Applying 6A Auditing Approach
- Documenting Non-conformity / Non-compliance, Corrective Action & Follow up Verification Audit
- Brief Outlines of Internal Quality Audit Procedure
- Human Aspect of Auditing
- Preparatory Work for External Audit
- Group Assignment & Presentation



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and updated training schedule

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- ~ Organisation membership
- ~ Individual membership

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ISO 9001:2015

