

# ISO 14001:2015 EMS & INTERNAL AUDITOR TRAINING



## Objectives

- To equip the participants with the basic knowledge and skills to interpret and to integrate the new requirements into their current Management System effectively.
- To enable the participants to conduct their internal audit in accordance with ISO 19011:2011 Guidelines.

## Duration

2 days | 9am – 5pm | 14 hours

## Who should attend

This program is designed for Top Management, Managers, Engineers, Production & QC / QA Supervisors who are involved in auditing or various Management Systems activities. 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 audits exercise effectively.

## Course Fees

Member: S\$537.84  
Non-Member: S\$563.76  
*Registration Fee of S\$17.28 apply*  
*All fees stated are inclusive of 8% 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 : ISO 14001:2015 EMS Requirements

1. Contents of this International Standard
2. Purpose and Use of Annex SL (High-Level Structure / Identical Core Text)
3. Plan-Do-Check-Act (PDCA) Model Adopted By ISO 14001:2015
4. ISO 14001:2015 EMS - Requirements
  - Scope
  - Normative Reference
  - Terms and Definitions
  - Context of The Organisation
  - Leadership
  - Planning
  - Support
  - Operation
  - Performance Evaluation
  - Improvement
5. Communicate essential changes in EMS Specific Requirements As A Result of Transitioning from ISO 14001:2004 to ISO 14001:2015.
6. Class-room Assignments & Discussion

### DAY TWO : ISO 19011:2011 Guidelines For Auditing

7. Terms & Definition : Audit, Audit Objective, Audit Scope, Audit Criteria, Audit, Evidence, Audit Findings & Audit Conclusion
8. Six Principles of Auditing
9. Audit Plan vs Audit Programme
  - Management of An Audit Programme
10. 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



Please refer to this URL  
<https://www.sqi.org.sg/courses/>  
or QR Code for soft copy  
and updated training schedule

### Membership Application

Register membership online at  
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application form.

Membership Categories:

- ~ Organisation membership
- ~ Individual membership

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