

ISO 9001

Course Description

Internal Quality Systems Auditor Course is a Two days course teaches a general understanding of the concepts of ISO 9001:2008 standards and the principles and provides participants with a strong understanding of the management systems necessary operate an organisation in compliance with ISO 9001:2008

Course Objectives

Apply audit principles and practices to ISO 9001;

- Demonstrate the processes involved with managing audit programs, initiating an audit, preparing for an audit, conducting on-site audit activities, reporting on audit findings and conducting post-audit activities;
- Outline the personal and interpersonal skills required to conduct a management systems audit; and
- Demonstrate the appropriate written, verbal and non-verbal communication techniques that are desirable for lead management systems auditors.

Course Content

- Understand quality management definitions, concepts, guidelines
- Understand the purpose of the ISO 9000 series
- Understand the requirements of the ISO 9001:2008 standard
- Understand the roles and responsibilities of the auditor
- Apply ISO 19011:2002 definitions, concepts, and guidelines
- Recognize the principles, practices, and types of audits
- Conduct all phases of an internal audit
- Prepare and present effective reports

Course Duration

Two Day

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Other Details:

- Payment to be made within 15 days from the date of the invoice.
- All payments must be made by cheque/online transfer etc., drawn in favour of Sieger Training India. Sieger will charge on INR basis only.
- Overseas clients will have to take care of all the training materials directly as briefed by Sieger Training. However, Sieger can procure some (which can be transited) not all, on behalf of the client but any additional charges for custom clearance must be taken care by client only.
- Facilitators Travel, accommodation & Food must be taken care by the client (wherever necessary)
- Clients will have to arrange LCD, Speakers, Mike on their own.
- Cancellation of confirmed programmes shall be intimated one week in advance else 50% of the total charges shall be applicable.
- Client will recognize the intellectual property rights of Sieger Training and such materials are not to be copied without prior written approval of Sieger Training.
- Take all responsible steps to hold all Sieger Training copyrighted materials confidential to Client.
- Guarantee that no training will be conducted using Sieger Training concepts or material is carried out for employees of Client and Client shall not use Sieger Trainer's without the knowledge of Sieger Training Consultants (P) Limited.
- Ensure that any materials of Sieger Training supplied to internal employee(s) are retained by Client and or returned to Sieger Training if the employee(s) ceases to be employed by the company;
- Ensure that no substantive modification of course design or content occurs without the prior written permission of Sieger Training, which shall not be withheld unreasonably;
- Treat this agreement as confidential and not divulge its contents to third parties;
- Inform Sieger Training of any internal procedures for the payment of invoices.