



### INTERNAL QUALITY AUDITING BASED ON ISO 9001:2008

This 3-day course is intended for individuals from organizations that are required to conduct Internal Audits and use the practical Principles of auditing.

<p><b>COURSE CONTENT:</b></p> <p><b>DAY 1</b></p> <ul style="list-style-type: none"> <li>• Detail Exposure to ISO 9001:2008 Quality Management System.</li> <li>• Method to Interpret the Standard</li> <li>• Case Studies</li> </ul> <p><b>DAY 2</b></p> <ul style="list-style-type: none"> <li>• Auditor Conduct and traits</li> <li>• Audit Planning</li> <li>• Development of Audit check lists</li> <li>• Recording of Non-conformances</li> <li>• Case Studies</li> </ul>	<p><b>Day3</b></p> <ul style="list-style-type: none"> <li>• How to conduct opening meetings</li> <li>• How to remain objective during the Audit process</li> <li>• How to collate information</li> <li>• How to conduct a Closing meeting and present the Audit findings</li> <li>• Method of writing an Audit Report</li> <li>• closing of findings</li> <li>• case Studies and Role play</li> </ul> <p><b>Assessment:</b></p> <p>Practical on-site audit (half a day) Short exam (2hours)</p>
<p><b>Course Outcome:</b></p>	
<ol style="list-style-type: none"> <li>1. Participant will be able to Plan an Internal Audit</li> <li>2. Develop a Audit Check list</li> <li>3. Conduct and audits objectively</li> <li>4. Be able to present findings</li> <li>5. Compile reports and conduct follow-up audits</li> </ol>	
<p><b>Duration:</b></p>	<p><b>3 DAYS</b></p>
<p><b>Price:</b></p>	<p><b>Contact us for specials ( R 3000-00 pp)</b></p>

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