IRCA UK APPROVED ISO 9001:2015 QUALITY MANAGEMENT SYSTEM (QMS) AUDITOR/LEAD AUDITOR TRAINING PROGRAM

OVERVIEW

We are delighted to inform you that FICCI Quality Forum (FQF) is conducting IRCA UK Approved ISO 9001:2015 Quality Management System (QMS) Auditor/Lead Auditor Training Program as per the details below:

PROGRAM SCHEDULE

Date	Venue	Timing
Feb 4-8, 2019	**FICCI** **Federation House** **1, Tansen Marg** **New Delhi – 110001**	**09:30 hrs – 17:30 hrs**

For further details and to reserve your seat (Seats are limited and available on first come first serve basis); please contact:

ASHISH DHIMAN
Assistant Director – FICCI Quality Forum

T: +91 – 11- 2348 7392
M: +91 – 70424 83366
F: +91 – 11 – 2332 0714

*This course has been designed by M/s Intertek India and has been certificated by International Register of Certificated Auditors (IRCA) (**Course Registration No. A 18086**).*

This is a non-residential course of five days' duration and concludes with a written examination on the 5th day. Participants successfully completing the continuous assessment during the course and also the written examination will be issued certificate by Intertek India. Such certificate of successful course completion is one of the pre-requisites for auditor/lead auditor certification/registration with IRCA – UK.

ELIGIBILITY

You should take this course if:

- You require detailed knowledge of quality auditing process
- Your job involves assessment of suppliers and potential suppliers
- You are responsible for managing the internal quality audit function within your organization

- You are involved in preparing their organization for assessment by customers or certification body
- You wish to become registered as Auditor or Lead Auditor with International Register of Certificated Auditors (IRCA, IQA - UK)

COURSE FEE

Rs. 23,850/- per participant plus 18% GST (Total Rs. 28,143/-).

Seats are limited to 20 on first-come-first served basis. Payment can be made through Demand Draft/Cheque in favour of FICCI Quality Forum.

TRAINING CONTENT

INTRODUCTION	• IRCA and the Auditor Registration Scheme • Auditor Codes of Conduct
AN OVERVIEW OF QUALITY MANAGEMENT	• Standards, Principle and Definition • Accreditation, Certification and type of Audit • Purpose of Annex SL *Exercises and Group Discussion on above*
THE REQUIREMENTS OF ISO 9001 EXPLAINED	• Scope Exclusion • Context of organisation • Leadership • Planning • Resources – Infrastructure, Environment for operation and Monitoring & Measurement • Competence, Awareness & Communication • Documented Information • Operation planning & Control • Designing & Development • Performance Evaluation • Improvement *Exercises and Group Discussion on above*
QUALITY AUDITING	• What is an Audit and why are Audits necessary? • The Audit Process • Auditing in relation to the "Process approach" • ISO 19011 and auditor competence *Exercises and Group Discussion on above*

THE ASSESSMENT PROCESS	• Initial Contact • Pre-Assessment Visits • Document Review • Initial Preparation • Development of the Assessment Schedule • Communication • Detailed Planning • The On-Site Assessment • Opening Meeting • Audit Conduct • Evaluating Results • Closing Meeting • Corrective Action • Formal Report • Follow-Up and Surveillance Visits *Exercises and Group Discussion on above*
AUDIT TOOLS & TECHNIQUES	• Detailed Planning & Check List development • Searching for Evidence • Conducting Interview and Asking Questions • Auditor and Auditee Tactics • Recording the Results *Exercises and Group Discussion on above*