

Auditing the ISO 9001:2015 and Quality Management System

INTRODUCTION

The workshop provides a practical knowledge and application of audit principles and practices. Auditors will acquire auditing techniques and skills to conduct their internal quality audits. Auditing new requirements and changes in ISO 9001:2015 standard will be covered during the course.

The training includes auditing risk, processes, project activities and ISO 9001:2015 requirements. The audit methodology is based on ISO 19011 standard.

OBJECTIVES

- Learn to plan, conduct, report and close audits
- Acquire auditing knowledge and skills

CONTENTS

- ✓ Introduction to quality auditing
- ✓ Auditing QMS and ISO 9001:2015 requirements
- ✓ Plan audits: Prepare audit programmes, plans and checklists. Set-up audit teams
- ✓ Perform audits: Conduct opening meeting. Apply audit methods. Conduct interviews and record audit findings
- ✓ Report audits: Analyse audit findings. Report non-conformances, observations and positive practices. Prepare audit reports
- ✓ Close audits: Implement correction and corrective action. Close NCRs. Maintain audit records
- ✓ Examples of audit programmes, plans, checklists, NCRs and reports
- ✓ Application learning and practice sessions
- ✓ Sharing, discussions and Q & A

TRAINER

Dato' Ir. K. Laxana Naidu, Principal Consultant of Sysnovate with 21 years of experience in providing consultancy and training in quality, environmental, safety and health management. He has lead over 100 companies in construction, property development, engineering and related sectors attain certification to ISO 9001, ISO 14001 and ISO 45001 standards.



DETAILS

In-house & Public Training
Venue: Client's Venue (In-house Training) / Sysnovate Training Centre (Public Training)

Register Now. Email Training Registration Form to sysnovatetraining@gmail.com
For further information, contact Ms. Nadiah at 603 4045 8502.

CCD POINTS

CIDB
Malaysia

10 CCD
POINTS

WHO SHOULD ATTEND

Management, Quality Management Representatives, Quality Managers, QA/QC Managers, Department Managers, Executives, QA/QC Personnel and those who are implementing QMS



SYSNOVATE TRAINING CENTRE

SYSNOVATE SOLUTIONS SDN BHD (618640-U)

Management & Lean-Agile Consultants

A16, 1st Floor, Block A, Plaza Pekeliling, Jalan Tun Razak, 50400 Kuala Lumpur, Malaysia

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www.sysnovate.com.my

COURSE REGISTRATION FORM

Registration

Please write or print the particulars clearly to facilitate registration:

Company : _____

Address : _____

Tel: _____ Fax: _____ Email: _____

Contact Person: _____ Position: _____

Course Title: _____ Course Date: _____

No.	Name of Participant	Position	IC Number	Fee (RM)
1.				
2.				
3.				
Total Fees				

Kindly attach a separate list if the space is insufficient.

To register for the course, email Course Registration Form with authorized signature to sysnovatetraining@gmail.com

For further information on the course, kindly contact Ms. Nadiah at 603 4045 8502.

Payment & Administrative Details

- The payment shall be made at least three (3) working days before the course date.
- Enclosed a cheque no. _____ for RM _____ made payable to **SYSNOVATE SOLUTIONS SDN BHD.**
- The cheque should be sent to the following address:
SYSNOVATE SOLUTIONS SDN BHD, 254A, 2nd Floor, 2nd Mile, Jalan Ipoh, 51200 Kuala Lumpur.
- Alternatively, bank-in to our bank account:
Beneficiary's Name: **SYSNOVATE SOLUTIONS SDN BHD**
Bank Name: **MAYBANK, A/C No: 514075013217**
- Written cancellation is accepted and shall be at least 3 working days prior to course date. Participant can attend a training course in the future.
- Sysnovate Solutions reserves the right to change the course date, speaker(s) and venue due to unforeseen circumstances.

Approval of Course Registration

SYSNOVATE-MC

Authorised Signature: _____

Company Stamp:

Date: _____
