



ISO9001:2000 INTERNAL AUDITING

COURSE OVERVIEW

Internal auditing is a very important facet of any business organization. The ISO 9001:2000 series of quality management system requires that appropriately qualified personnel to perform the auditing task. The internal auditing course does not only provide the necessary training to meet these requirements in full but also ensures that the audit techniques learnt contributes to continual improvement.

OBJECTIVES

This course is designed to provide participants with training skills on the core principles and practices of internal auditing.

WHO SHOULD ATTEND

Management Representatives (MRS)
Department Heads
Supervisors
Executives

COURSE OUTLINE

- Topic 1: Basic Definitions Related to Quality and ISO with reference to ISO 9001:2000 QMS standards.
- Topic 2: Introduction to Auditing
- Topic 3: Roles of Auditor and Qualification Criteria
- Topic 4: Audit Planning and Preparation
- Topic 5: Performing the Audit
- Topic 6: Audit Reporting and Analysis
- Topic 7: Audit Follow-up and Conclusion
- Topic 8: Simulated Audit / "Live Audit" Exercise
- Topic 9: Internal Audit Procedure – Specimen Copy
- Topic 10: Internal Audit Examination

**SBL
claimable**

TRAINER

PESDC has a panel of professionally qualified, well-trained and industrially experienced technical trainers

COURSE FEE (SSK-ISO09)

RM450.00 per pax (member)
RM500.00 per pax (non-member)
or
RM5,000.00 (max. 20 participants)
(Inclusive of course materials)

(Inclusive of course materials, lunch and refreshment)

Certificate of Achievement will be awarded upon successful completion of the course.

COURSE DETAILS

Duration : 2 Days
Date : Refer to training calendar
Time : 9.00am to 5.00pm
Venue : PESDC Training Complex

For Further Enquiries, please contact:

Mr Thillai or Mr Jeremy Lai

PESDC Training Complex

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