



**APEX**  
QUALITY ASSURANCE

4-Day

# ISO 9001:2015

## Lead Auditor Training

General Manufacturing Quality Management Systems



EXEMPLAR  
GLOBAL

RTP Certified  
Training

Register by phone  
919-635-5581

Register online  
[www.apexqualityassurance.com](http://www.apexqualityassurance.com)



Exemplar  
Global

# At A Glance

## Lead Auditor Training for General Manufacturing Quality Management Systems

The ISO 9001:2015 standards serve as a foundation, building on additional regulatory requirements and notations that address general manufacturing needs.

Although ISO 9001:2015 serves as the model for teaching systems and audits, this course enables students to develop and apply auditing skills using any applicable management system standard.

APEX QA is an Exemplar Global Certified Recognized Training Partner (RTP), and all participants who pass the exam at the end of instruction will receive an Exemplar Global Certification.

This 4-day course has been developed to satisfy the Exemplar Global QM, AU, and TL Examination Profiles.

Group exercises and case studies with examples from the aerospace industry will be used to develop the required auditing skills.

The auditing guidelines—including the auditing process and methodologies, e.g., planning and conducting an audit, writing nonconformity statements, preparing an audit summary and report, and verifying corrective actions—and their application in the aerospace process approach are covered. Auditing case studies from the aerospace industry to develop skills for identifying nonconformities will be used. Techniques for leading audit teams will also be discussed.





# APEX

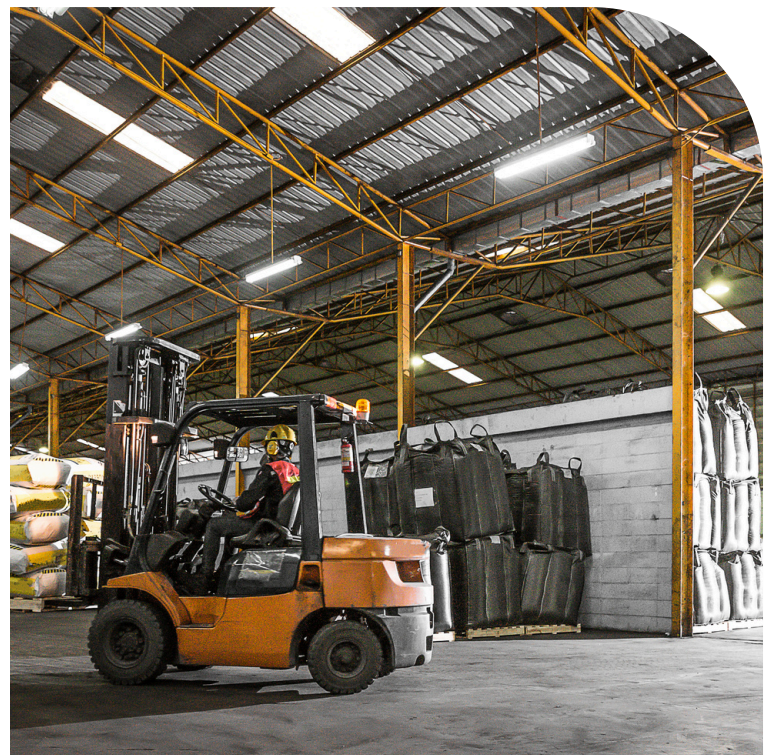
QUALITY ASSURANCE

ISO 9001:2015 4-day

## Who Should Attend?

This seminar is designed for lead auditor candidates, but can also be valuable for Quality Assurance Managers, ISO 9001:2015 Implementation and/or Transition Team Members, Management Representatives, and all others who would like to develop competency in ISO 9001:2015 and the auditing process.

An understanding of ISO 9001:2015 requirements and/or work experience in applying ISO 9001:2015 is recommended.



ISO 9001:2015 4-day

# Seminar Goals

## Lead Auditor Training for General Manufacturing Quality Management Systems

- Understand quality management principles and ISO 9001:2015 requirements.
- Recognize the role of standards, documentation, and records.
- Apply quality auditing principles, procedures, and techniques.
- Plan and schedule audits with clear objectives and scope.
- Review documentation and processes to prepare audit checklists.
- Lead an audit team and manage the audit process.
- Collect and verify audit evidence through investigation and analysis.
- Write objective nonconformity statements.
- Prepare and present audit reports.
- Apply corrective action and follow-up processes.
- Demonstrate effective leadership and communication as a lead auditor.
- Understand registration, accreditation, and auditor certification.

# Seminar Outline

## Lead Auditor Training for General Manufacturing Quality Management Systems



### Day One:

- Introduction and Welcome
- **Lecture:** The ISO Standard Explained
- **Lecture:** Introduction to ISO 9001
- **Lecture:** ISO 9001 Requirements
- **Workshop:** Context of the organization
- **Workshop:** Interested Parties
- **Workshop:** Audit Scenarios

### Day Three:

- **Lecture:** Performing the Audit
- **Workshop:** Performing an Audit
- Writing Nonconformity Statements
- **Workshop:** Writing Nonconformity Statements
- Lecture: Completing the Audit Report
- Lecture: Corrective Action
- Workshop: Management Systems Auditing Written Exercise

*This course is recognized by Exemplar Global as meeting the training requirements for 9001-Quality Management Systems Auditor personnel Certification. Attendees successfully completing the examinations provided in conjunction with this course receive a Certificate of Completion.*

*The Certificate of Completion provides evidence of knowledge competency as a Quality Management Systems Auditor.*

*Even though ISO 9001 is used as the model for teaching systems and audit, this course enables students to develop and apply auditing skills using any applicable management system standard.*

### Day Two:

- Overview of ISO 9001 Requirements
- **Workshop:** Audit Scenarios
- Independent QMS written Exercise
- **Lecture:** Introduction to Turtle Diagrams and Audit Trails
- **Lecture:** Management of Audits Programs
- **Lecture:** Audit Planning and Preparation
- **Workshop:** Wiring and Objective and Scope Statement
- **Workshop:** Documentation Review
- **Workshop:** Creating an Audit Plan

### Day Four

- Leading Audit Teams
- Customer-Specific requirements
- Management System Certification Scheme and Auditor Qualifications
- **Workshop:** Leading Management System Audit teams
- Review of Audit Process and Audit Management Strategies
- Leading management systems audit teams mock audit case study
- Practical application of Audit principles and instructor interviews
- Exam