



EXQUISITE

PECB

BEYOND RECOGNITION



Certified ISO 9001
Lead Auditor

Master the Audit of Quality Management Systems (QMS) based on ISO 9001

Why Exquisite?

Exquisite is the Authorized Training Partner of PECB.

Why should you attend?

The ISO 9001 Lead Auditor training enables you to develop the necessary expertise to perform a Quality Management System (QMS) audit by applying widely recognized audit principles, procedures and techniques. During this training course, you will acquire the knowledge and skills to plan and carry out internal and external audits in compliance with ISO 19011 and the certification process according to ISO/IEC 17021-1.

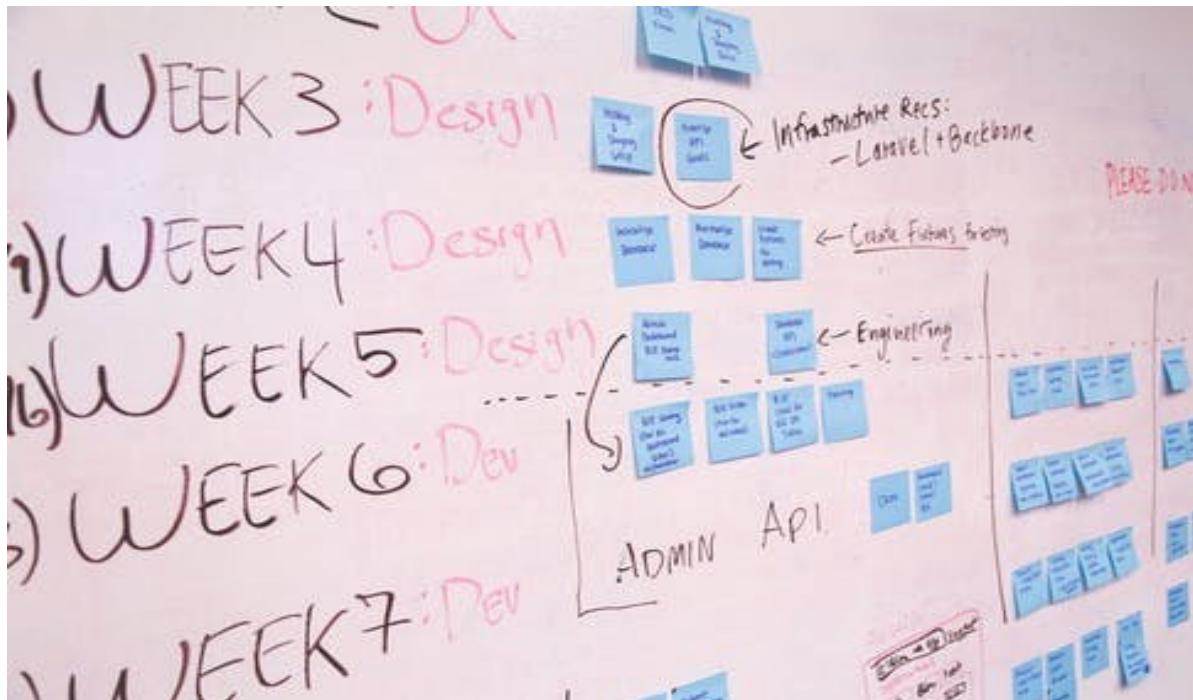
Based on practical exercises, you will be able to master audit techniques and become competent to manage an audit program, audit team, communication with customers, and conflict resolution.

Who should attend?

- Auditors seeking to perform and lead Quality Management System (QMS) certification audits
- Managers or consultants seeking to master a Quality Management System (QMS) audit process
- Individuals responsible for maintaining conformance with Quality Management System (QMS) requirements
- Technical experts seeking to prepare for a Quality Management System (QMS) audit
- Expert advisors in Quality Management

Learning objectives

- ✚ Understand the operations of a Quality Management System (QMS) based on ISO 9001
- ✚ Acknowledge the correlation between ISO 9001 and other standards and regulatory frameworks
- ✚ Understand an auditor's role to: plan, lead and follow-up on a management system audit in accordance with ISO 19011
- ✚ Learn how to lead an audit and audit team
- ✚ Learn how to interpret the requirements of ISO 9001 in the context of a QMS audit
- ✚ Acquire the competencies of an auditor to: plan an audit, lead an audit, draft reports, and follow-up on an audit in compliance with ISO 19011



COURSE AGENDA

DURATION: 5 DAYS

Day 1 Introduction to the quality management system (QMS) & ISO 9001

- Course objectives and structure
- Standards and regulatory frameworks
- Certification process
- Fundamental concepts and principles of information security
- Quality management system (QMS)

Day 2 Audit principles, preparation, and initiation of an audit

- Fundamental audit concepts and principles
- Audit approach based on evidence and risk
- Initiation of the audit
- Stage 1 audit
- Preparing the stage 2 audit (on-site audit)

Day 3 On-site audit activities

- Stage 2 audit
- Communication during the audit
- Audit procedures
- Creating audit test plans
- Drafting audit findings and nonconformity reports

Day 4 Closing the audit

- Audit documentation and quality review
- Closing of the audit
- Evaluation of action plans by the auditor
- Beyond the initial audit
- Managing an internal audit program
- Closing of the training course

Day 5 Certification Exam

Course Duration:

5 days

Course Fee:

HK\$12,000 (includes exam fee)

Early bird discount:

Less: 10% one month on/before the scheduled training day **OR**

Less: 10% one group of at least 3 candidates paid at the same time

Courseware:

Training material containing over 450 pages of information and practical examples will be distributed

Language of Delivery:

Cantonese with English Terms

Class Location:

Exquisite Education Centre

Exam Duration:

3 Hours

Retake Exam:

Yes

In case of exam failure, you can retake the exam within 12 months for free



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EXAMINATION

DURATION: 3 HOURS

The “PECB Certified ISO 9001 Lead Auditor” exam fully meets the requirements of the PECB Examination and Certification Programme (ECP). The exam covers the following competency domains:

- Domain 1** **Fundamental principles and concepts of a Quality Management System (QMS)**
- Domain 2** **Quality Management System (QMS)**
- Domain 3** **Fundamental audit concepts and principles**
- Domain 4** **Preparation of an ISO 9001 audit**
- Domain 5** **Conducting an ISO 9001 audit**
- Domain 6** **Closing an ISO 9001 audit**
- Domain 7** **Managing an ISO 9001 audit program**

For additional information, please contact us at info@exquisite-service.com or Visit www.exquisite-service.com