

# € TRAINING

Certified Quality Management ISO 9001  
Lead Auditor



24 - 28 February 2025  
Barcelona (Spain)



# Certified Quality Management ISO 9001 Lead Auditor

REF: A2015 DATE: 24 - 28 February 2025 Venue: Barcelona (Spain) - Fee: 5565 Euro

## Introduction:

This training program is designed to prepare participants for the ISO 9001 lead auditor certification exam only.

This training program is designed to equip participants with essential skills and knowledge to conduct and lead quality management system audits, focusing on ISO 9001 requirements and processes. Through it, participants will have the skills to contribute to organizational improvement.

## Program Objectives:

At the end of this program, participants will be able to:

- Lead and conduct ISO 9001 audits effectively, applying auditing principles, techniques, and processes.
- Apply ISO 9001 requirements to assess the conformity and effectiveness of quality management systems.
- Objectively analyze audit findings and communicate them through comprehensive reports.
- Recommend corrective actions to address nonconformities and improve QMS performance.
- Prepare confidently for the ISO 9001 lead auditor certification exam.

## Targeted Audience:

- Quality professionals seeking to enhance auditing skills and pursue certification.
- Aspiring ISO 9001 lead auditors in quality management systems.
- Quality managers and supervisors responsible for ISO 9001 compliance.
- Auditors and consultants involved in ISO 9001 certification or compliance.
- Professionals in quality assurance, quality control, and continuous improvement initiatives.

## Program Outline:

### Unit 1:

#### Foundations of Quality Management Systems QMS and ISO 9001:

- Overview of Quality Management Systems QMS and their role in organizational success.
- Understanding ISO 9001 standards and their significance for quality management.

- Key principles and concepts of ISO 9001.
- Exploring the structure and clauses of the ISO 9001 standard.
- Role and responsibilities of a lead auditor in ISO 9001 audits.
- Introduction to audit documentation and terminology.

## Unit 2:

### Audit Planning and Preparation:

- Understanding core auditing principles for ISO 9001 compliance.
- Establishing audit objectives, scope, and criteria for effective planning.
- Developing audit checklists and tools aligned with ISO 9001 requirements.
- Identifying and evaluating audit risks.
- Methods of scheduling and allocating resources for the audit process.
- Preparation techniques to ensure readiness for the audit.

## Unit 3:

### Conducting ISO 9001 Audits:

- How to initiate audits with effective opening meetings and clear communication.
- Techniques of gathering evidence through interviews, document review, and observation.
- Applying audit techniques such as sampling and questioning.
- Objective analysis of findings and assessing conformity with ISO 9001.
- Communicating audit results clearly in feedback sessions.
- Ensuring accuracy and transparency in evidence collection.

## Unit 4:

### Reporting, Follow-Up, and Corrective Actions:

- Documenting audit findings, observations, and conclusions.
- Identifying nonconformities and opportunities for QMS improvement.
- Creating actionable recommendations to address audit findings.

- How to develop and implement corrective action plans.
- Tracking corrective actions for timely resolution and audit follow-up.
- Techniques of conducting follow-up audits to verify the effectiveness of corrective actions.

## Unit 5:

### Exam Preparation and Audit Leadership:

- Reviewing core ISO 9001 principles, clauses, and audit techniques.
- Sample exam questions and their potential answers.
- Exam format and structure overview.
- Resources for further study and practice.

Note: This program is designed to prepare participants for the exam only.