



LEAD AUDITOR TRAINING Integrated Management System

Exemplar Global Certified



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Trans Pro Academy



Trans Pro Academy

Duration: five (5) days = 35 hours
Course Fee: RM 3,564.00 per person
(including 8% SST)

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Course Overview

The Lead Auditor Training for an Integrated Management System (IMS) covering ISO 9001:2015 (Quality Management Systems), ISO 14001:2015 (Environmental Management Systems), and ISO 45001:2018 (Occupational Health and Safety Management Systems) is a comprehensive program designed to equip professionals with the necessary skills and knowledge to effectively audit these management systems.

Objectives

- equip auditors with the necessary knowledge and skills to assess organizations against these three international standards simultaneously.
- develop the auditing skills of participants, enabling them to conduct thorough and effective audits across multiple management systems.
- understand the requirements of ISO 9001, ISO 14001, and ISO 45001 in depth
- enhancing organizational performance
- obtaining Lead Auditor Training from a provider endorsed by Exemplar Global adds credibility to the certification process

For Who?

- 1st, 2nd and 3rd party auditors
- Quality Professionals
- Environmental Management Professionals
- Health and Safety Practitioners
- Auditors and Compliance Officers
- Management Representatives
- Integrated Management Systems internal and external auditors
- Consultants and Advisors
- Individuals Pursuing Career Advancement



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Day One (1)

| Time | Activity Description |
|----------|--|
| 8.30 am | Registration and Ice-Breaking |
| 9.00 am | Course Introduction: Objectives, workshops, teamwork, continuous assessment, exam structure, administration. |
| 10.00 am | Session 1: Introduction to the ISO 9001, ISO 14001 and ISO 45001 Standards |
| 11.00 am | Workshop 1: Understand the QEHS standard requirements |
| 1.00 pm | LUNCH |
| 2.00 pm | Session 2: process - Based Management Systems |
| 3.00 pm | Workshop 2: Objective evidence(s) |
| 3.30 pm | Section 3: Risk and Opportunities, Aspects, hazards and management of Applicable Local Legal Requirements |
| 4.00 pm | Workshop 3: Risk and Opportunities, Aspects, Hazards, Legal Register |
| 5.00 pm | End of Day 1 |

There will be a break of 15 minutes mid-morning and mid-afternoon.



Day Two (2)

| Time | Activity Description |
|----------|--|
| 9.00 am | Recapitulation |
| 9.30 am | Session 4: Audits (Definitions, Principles and Types) |
| 11.00 am | Session 5: Audit Planning |
| 1.00 pm | LUNCH |
| 2.00 pm | Workshop 4: Planning the Audit |
| 3.00 pm | Session 6: Preparing for the on-site audit (Audit Stage 1) |
| 4.00 pm | Workshop 5: Audit Document/Review |
| 5.00 pm | End of Day 2 |

There will be a break of 15 minutes mid-morning and mid-afternoon.



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Day Three (3)

| Time | Activity Description |
|----------|---|
| 9.00 am | Recapitulation |
| 9.30 am | Workshop 6: Process Auditing |
| 10.30 am | Session 7: Developing Audit Checklist |
| 12.00 pm | Workshop 7: Audit Role Play <ul style="list-style-type: none">• Preparation for an audit; development of working documents• Demonstration of opening meeting |
| 1.00 pm | LUNCH |
| 2.00 pm | Session 8: Conducting the on-site audit (Audit Stage 2) |
| 3.00 pm | Session 9: Audit Review |
| 4.00 pm | Workshop 8: Interpretation of the Standard, Classification of findings/finding statement/CARs |
| 5.00 pm | End of Day 3 |

There will be a break of 15 minutes mid-morning and mid-afternoon.



Day Four (4)

| Time | Activity Description |
|----------|--|
| 9.00 am | Recapitulation |
| 9.30 am | Session 10: Audit reporting and follow-up |
| 11.00 am | Workshop 9: Role Play: Demonstration of closing meeting |
| 1.00 pm | LUNCH |
| 2.00 pm | Workshop 9: Case Study Presentation Presentation in accordance with the formal closing meeting format and content. Each team member has a shared responsibility in presenting the results of an analysis of assigned quality management system. |
| 5.00 pm | End of Day 4 |

There will be a break of 15 minutes mid-morning and mid-afternoon.



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Day Five (5)

| Time | Activity Description |
|----------|---|
| 9.00 am | Recapitulation |
| 9.30 am | Course review and summary |
| 11.00 am | Workshop 9: Role Play: Demonstration of closing meeting |
| 1.00 pm | LUNCH |
| 2.00 pm | WRITTEN EXAMINATION |
| 5.00 pm | End of Course |

There will be a break of 15 minutes mid-morning.

