



NewGrange

TRAINING & SERVICES LTD

Better People, Better Business®



Auditing of Quality Management Systems

Learn how to carry out effective audits

This course provides delegates with the ability to carry out effective quality audits within their own organisation or at a supplier's facility. The course has a very practical focus and upon completion delegates will be in a position to apply the training immediately.

Course Location: On-Site at your premises

Course Duration: One or Two Full Days, 9.30am - 4.30pm

No. of Delegates: 12 delegates max

Benefits to your organisation

- ✓ Helps the organisation to maintain and improve its quality management system
- ✓ Provides an opportunity to identify quality system problems and risks
- ✓ Promotes ongoing awareness of the quality system
- ✓ Demonstrate to customers and certification bodies that the quality system is constantly reviewed and any necessary actions are taken.

Day 1

- Introduction
- Planning an Audit Programme
- Attributes and Responsibilities of Audit Staff
- Audit Preparation and Strategy
- Opening Meeting
- Gathering Audit Information
- Audit Findings and Closing Meeting
- Actions arising from Quality Audits
- Follow-Up and Close-Out of Audits
- Management Review

Day 2

- Live Audit followed by Presentation of Findings (Audit simulation may be used in lieu of a live audit).

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