



## **PECB Certified ISO 9001**

### Lead Auditor

**Acquire the necessary competencies to audit a QMS against the requirements of ISO 9001 based on the guidelines and requirements for auditing management systems provided in ISO 19011 and ISO 17021-1**

### **Why should you take this training course?**

Quality management systems as outlined in ISO 9001 add value to organizations, regardless of the size or industry. Implementing, auditing, and improving a QMS has significant benefits for an organization.

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 the audit techniques and become competent to manage an audit program, audit team, communication with customers, and conflict resolution.

After acquiring the necessary expertise to perform this audit, you can sit for the exam and apply for a "PECB Certified ISO 9001 Lead Auditor" credential. By holding a PECB Lead Auditor Certificate, you will demonstrate that you have the capabilities and competencies to audit organizations based on best practices.



## Why is this training course more desirable than the others?

This course is a result of hard work and research done by PECB and its network of trainers and experts in quality management. The course is student-centric, meaning that everything, from the slides, the exercises, the quizzes, and so on, were designed with the learner in mind.

With PECB being an internationally recognized training developer, examiner, and issuer of professional certificates, ISO 9001 Lead Auditor will make you open many doors in your professional career.

## 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 audit process
- Individuals responsible for maintaining conformance with QMS requirements
- Technical experts seeking to prepare for a Quality Management System audit
- Expert advisors in Quality Management



## Course agenda

Duration: 5 days

### Day 1 | Introduction to Quality Management Systems (QMS) and ISO 9001

- Course objectives and structure
- Standards and regulatory frameworks
- Certification process
- Fundamental concepts and principles of quality management
- Quality Management System (QMS)

### Day 2 | Audit principles, preparation and launching of an audit

- Fundamental audit concepts and principles
- Audit approach based on evidence and risk
- Initiating 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 the audit
- Evaluation of action plans by the auditor
- Beyond the initial audit
- Managing an internal audit program
- Competence, evaluation and closing the training

### Day 5 | Certification exam



## 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 the 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

## 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 Systems (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 programme

For specific information about exam type, languages available, and other details, please visit the [List of PECB Exams](#) and the [Examination Rules and Policies](#).



## Certification

After successfully completing the exam, you can apply for the credentials shown on the table below. You will receive a certificate once you comply with all the requirements related to the selected credential. For more information about ISO 9001 certifications and the PECB certification process, please refer to the [Certification Rules and Policies](#).

| Credential                                         | Exam                                                    | Professional experience                                                | MS audit/assessment experience           | Other requirements              |
|----------------------------------------------------|---------------------------------------------------------|------------------------------------------------------------------------|------------------------------------------|---------------------------------|
| <b>PECB Certified ISO 9001 Provisional Auditor</b> | PECB Certified ISO 9001 Lead Auditor Exam or equivalent | None                                                                   | None                                     | Signing the PECB Code of Ethics |
| <b>PECB Certified ISO 9001 Auditor</b>             | PECB Certified ISO 9001 Lead Auditor Exam or equivalent | <b>Two years:</b> One year of work experience in Quality Management    | Audit activities: a total of 200 hours   | Signing the PECB Code of Ethics |
| <b>PECB Certified ISO 9001 Lead Auditor</b>        | PECB Certified ISO 9001 Lead Auditor Exam or equivalent | <b>Five years:</b> Two years of work experience in Quality Management  | Audit activities: a total of 300 hours   | Signing the PECB Code of Ethics |
| <b>PECB Certified ISO 9001 Senior Lead Auditor</b> | PECB Certified ISO 9001 Lead Auditor Exam or equivalent | <b>Ten years:</b> Seven years of work experience in Quality Management | Audit activities: a total of 1,000 hours | Signing the PECB Code of Ethics |

**Note:** PECB certified individuals who possess Lead Implementer and Lead Auditor credentials are qualified for the respective PECB Master credential, given that they have taken four additional Foundation exams related to this scheme. More detailed information about the Foundation exams and the Master credential requirements can be found [here](#).

## General information

- Certification and exam fees are included in the training session price
- You will be provided with the training course material containing over 450 pages of explanatory information, examples, best practices, exercises, and quizzes.
- An Attestation of Course Completion worth 31 CPD (Continuing Professional Development) credits will be issued
- In case of exam failure, you can retake the exam within 12 months free of charge