



ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 INTEGRATED MANAGEMENT SYSTEM (IMS) INTERNAL AUDITOR TRAINING



MTBM Group Sdn. Bhd. (1600656-M)

Level 8, MCT Tower, Sky Park, One City, Jalan USJ 25/1, 47650 Subang Jaya, Selangor

Course Title: ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 Integrated Management System (IMS) Internal Auditor Training

Course Validity: 2 Day

Validity: Not Applicable

HRD Corp Scheme: Claimable

INTRODUCTION

This training program is designed to equip participants with the knowledge and skills required to conduct internal audits for an Integrated Management System (IMS) that combines ISO 9001:2015, ISO 14001:2015, and ISO 45001:2018. It covers auditing principles, techniques, and practices to assess compliance, identify opportunities for improvement, and ensure the effectiveness of the IMS.

OBJECTIVE(S):

- Understand the principles and requirements of IMS
- Learn the benefits and synergies of an Integrated Management System.
- Develop skills to plan, conduct, and report internal audits based on ISO 19011:2018 guidelines.
- Identify non-conformities and propose corrective actions
- Enhance the organization's compliance, efficiency, and risk management practices.

TARGET GROUP(S):

- Internal auditors and audit team leaders.
- Managers and supervisors.
- Quality, environmental, and health and safety officers.
- Employees involved in IMS compliance and audits.

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ENTRY REQUIREMENT(S):

- Able to read, write, and communicate verbally in Malay/English.

TOPIC(S):

1. Introduction to the Integrated Management System (IMS) and Its Benefits.
2. Understanding the Requirements of ISO 9001:2015, ISO 14001:2015, and ISO 45001:2018.
3. Fundamentals of Internal Auditing Based on ISO 19011:2018 Guidelines.
4. Planning and Preparing for IMS Internal Audits.
5. Conducting IMS Internal Audits and Identifying Non-Conformities.
6. Reporting Audit Findings and Following Up on Corrective Actions.

LIST OF REFERENCE BOOK(S):

- ISO 9001:2015 Standard.
- ISO 14001:2015 Standard.
- ISO 45001:2018 Standard.
- ISO 19011:2018 Guidelines for Auditing Management Systems.

LIST OF TEACHING AID(S):

- LCD projector.
- Computer.
- Whiteboard with accessories.

METHODOLOGY(S):

- Lecture.
- Role-playing and simulations.
- Group discussions.

TRAINING SCHEDULE

Day 1

Time	Activity/Topic
8:30 am - 9:00 am	Registration and Introduction
9:00 am - 10:30 am	Topic 1: Introduction to IMS and Its Benefits
10:30 am - 10:45 am	Morning Tea Break
10:45 am - 12:30 pm	Topic 2: Understanding the Requirements of ISO 9001:2015, ISO 14001:2015, and ISO 45001:2018
12:30 pm - 1:30 pm	Lunch Break
1:30 pm - 3:30 pm	Topic 3: Fundamentals of Internal Auditing Based on ISO 19011:2018 Guidelines
3:30 pm - 3:45 pm	Afternoon Tea Break
3:45 pm - 5:00 pm	Group Discussion: Audit Planning and Checklist Development

TRAINING SCHEDULE

Day 2

Time	Activity/Topic
8:30 am - 9:00 am	Recap of Day 1
9:00 am - 10:30 am	Topic 4: Planning and Preparing for IMS Internal Audits
10:30 am - 10:45 am	Morning Tea Break
10:45 am - 12:30 pm	Topic 5: Conducting IMS Internal Audits and Identifying Non-Conformities
12:30 pm - 1:30 pm	Lunch Break
1:30 pm - 3:30 pm	Topic 6: Reporting Audit Findings and Following Up on Corrective Actions
3:30 pm - 3:45 pm	Afternoon Tea Break
3:45 pm - 5:00 pm	Practical Exercise: Mock Internal IMS Audit & Feedback