



ISO 22163 INTERNAL AUDITING TRAINING



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Course Title: ISO 22163 Internal Auditing Training

Course Validity: 2 Days

Validity: Not Applicable

HRD Corp Scheme: Claimable

INTRODUCTION

This training provides participants with practical skills to plan, conduct and report internal audits based on ISO 22163 requirements for the railway industry. It focuses on audit principles, evaluating railway-specific processes, identifying nonconformities and improving operational reliability and quality. Through simulations, discussions and audit exercises, participants will gain the capability to perform internal audits effectively and support continual improvement within the ISO 22163 framework.

OBJECTIVE(S):

- Understand ISO 22163 internal audit requirements.
- Learn audit principles, ethics and auditor responsibilities.
- Develop audit planning, programme development and checklist skills.
- Conduct internal audits of key railway processes and controls.
- Evaluate process conformity to ISO 22163 and IRIS requirements.
- Identify nonconformities, risks and improvement opportunities.
- Strengthen interviewing and objective evidence-gathering techniques.
- Prepare clear audit findings, reports and follow-up actions.

TARGET GROUP(S):

- Internal auditors
- Railway quality managers and engineers
- Operations and maintenance personnel
- Project and engineering teams
- Supply chain and procurement personnel
- ISO 22163 implementation committee members

ENTRY REQUIREMENT(S):

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

TOPIC(S):

1. Introduction to ISO 22163 Internal Audits
2. Audit Principles, Ethics and Auditor Competence
3. Understanding ISO 22163 Requirements and Audit Criteria
4. Audit Planning, Programmes and Checklist Development
5. Conducting Process Audits and Evidence Collection
6. Identifying Nonconformities and Assessing Process Effectiveness
7. Audit Reporting, Corrective Actions and Verification
8. Practical Audit Simulation and Improvement Exercises

LIST OF REFERENCE BOOK(S):

- ISO 22163 Standard
- ISO 19011:2018 Auditing Guidelines
- IRIS Certification® System documentation
- Railway quality and compliance guides

LIST OF TEACHING AID(S):

- LCD projector
- Computer
- Whiteboard with accessories
- Flip chart with accessories
- Audit checklists and reporting templates

METHODOLOGY(S):

- Lecture
- Group discussions
- Case studies
- Audit simulation and role-play
- Documentation review

TRAINING SCHEDULE

Day 1

Time	Activity / Topic
8:30 am – 9:00 am	Registration and Introduction
9:00 am – 10:15 am	Topic 1: ISO 22163 Internal Audit Overview
10:15 am – 10:30 am	Morning Tea Break
10:30 am – 12:30 pm	Topic 2: Audit Principles, Ethics and Auditor Competence
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 3:30 pm	Topic 3: Understanding ISO 22163 Requirements and Audit Criteria
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Topic 4: 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 – 10:15 am	Topic 5: Conducting Process Audits and Evidence Collection
10:15 am – 10:30 am	Morning Tea Break
10:30 am – 12:30 pm	Topic 6: Identifying Nonconformities and Assessing Effectiveness
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 3:30 pm	Topic 7: Audit Reporting, Corrective Actions and Follow-Up
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Topic 8: Internal Audit Simulation and Improvement Workshop