



## *Best Practices Workshop*

# Internal Quality Auditor Training ISO9001:2015 Compliance

**Tuesday, May 19, 2020, from 8:00am – Noon**

Schmidt Training and Technology Center - RACC Campus  
15 North Front Street, Reading PA 19601 – Free Parking in Adjacent Garage

## Workshop Outline

- ✓ **Overview of ISO 9001:2015**
  - Definition of a ISO 9001 Quality System
  - Requirements for Internal Audits
  - Other Core Requirements
- ✓ **Planning Internal Audits**
  - Issuing the Yearly Audit Schedule
  - Use of an Audit Applicability Matrix
  - Creating an Audit Plan
- ✓ **Performing an Audit**
  - Assignments of the Auditors
  - Executing the Audit Plan
  - Best Practices for Conducting Audit Interviews
- ✓ **Documenting and Closing an Audit\***
  - Major & Minor Compliances and Opportunities for Improvement
  - Writing and Issuing Non-compliances
  - Tracking and Closing Non-compliances



*\* Two virtual audits will be planned, conducted and documented in the classroom*

**Cost: \$375 / person  
(Includes Refreshments and Course Material)**

[Click to Register.](#)