

ISO 14001:2015 Internal Auditor – 2 days

Agenda

Day One

8:00 AM	Course Welcome and Introductions
	Module 1: Environmental Management Systems Group Discussion: Benefits of an EMS
10:15 AM	Morning Break
10:30 AM	Module 2: Environmental Legislation Activity 1 - Legislation Issues
	Module 3: Audit Fundamentals Activity 2 - Audit Terminology
12:00 PM	Lunch
12:45 PM	Module 4: Internal Audit Program Management Activity 3 - Determining Audit Objectives, Scope and Criteria Activity 4 - Auditor Competence and Behavior
2:15 PM	Afternoon Break
2:30 PM	Module 5: Audit Planning and Preparation Activity 5 - Developing an Audit Plan
	End of Day Knowledge Check
4:45 PM	Review and wrap up

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Day Two

8:00 AM	Day 1 review
	Module 5: Audit Planning and Preparation <i>continued</i> Activity 6 - Preparing Audit Work Documents
9:45 AM	Morning Break
10:00 AM	Module 6: Conducting the Audit Activity 7 - Conducting an Opening Meeting Activity 8 - Conducting the Audit Activity 9 - Writing Nonconformity Statements
12:00 PM	Lunch
12:45 PM	Module 6: Conducting the Audit <i>continued</i>
1:45 PM	Afternoon Break
2:00 PM	Module 7: Reporting Audit Outcomes and Follow-up Activity 10 - Conducting the Closing Meeting Activity 11 - Preparing the Audit Report Activity 12 - Corrective Action
	End of Day Knowledge Check
4:45 PM	Course review and close