



Sustainability | ISO 14001:2015 Lead Auditor

International Training

Number of days

5

Course descriptive

Gain the confidence to effectively audit an EMS in accordance with internationally recognized best practice techniques. Demonstrate your commitment to a sustainable model by transforming auditor knowledge and skills to ISO 14001:2015. Consolidate your expertise with the latest developments and contribute to the continual improvement of your organization.

You'll grasp the key principles and practices of effective EMS audits in accordance with ISO 14001:2015 and ISO 19011 "Guidelines for auditing management systems". Using a step-by-step approach, you'll be guided through the entire audit process from initiation to follow-up. Over 5 days, you'll gain the knowledge and skills required to undertake and lead a successful environmental management systems audit.

Learn to describe the purpose of an ISO 14001:2015 EMS audit and how to satisfy third-party certification. You'll acquire the skills to plan, conduct, report and follow-up an EMS audit that establishes conformity and enhances environmental performance.

Agenda

Day 1

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| <ul style="list-style-type: none">• Benefits to you, welcome and introductions• Course aims, objectives and structure• KNOWLEDGE• First, second and third-party audits• Typical audit activities• Audit objectives, scopes and criteria• Audit resources• Roles and responsibilities and confidentiality• Audit methods• Stage 1 audit• Stage 2 audit | <ul style="list-style-type: none">• Audit plan• Work documents• Opening meeting• Audit evidence• Effective communication• Audit findings• Audit meetings• Closing meeting• Audit reports• Audit follow-up• Close day 1 |
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Day 2

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| <ul style="list-style-type: none">• Day 1 review• KNOWLEDGE continued• Purpose and business benefits of an EMS• Terminology• Plan-Do-Check-Act• EMS processes and context (including conformance/compliance)• Role of the auditor• EMS documented information | <ul style="list-style-type: none">• SKILLS• Initiating the audit• Document review• Audit plan• Work documents• Opening meeting• Observations• Auditing Top management• Close day 2 |
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Day 3

<ul style="list-style-type: none">• Specimen exam: Sections 1 and 2 review• SKILLS• Interviewing 'top management'• Auditing 'context of the organization'• Tutorial on body language• Planning process	<ul style="list-style-type: none">• Auditing the organization's 'EMS planning process'• Auditing the organization's 'Efficient use of resources, Hong Kong nature reserve, Reduction of transportation costs and Compliance obligations'• Auditing the organization's 'operational EMS processes (1)'• Auditing the organization's 'operational EMS processes (2)'• Close day 3
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Day 4

<ul style="list-style-type: none">• Specimen exam: Section 3 review• SKILLS• Auditing the organization's 'operational EMS processes (3)'• Nonconformities• Closing meeting	<ul style="list-style-type: none">• Audit report• Audit follow-up• Specimen exam: Section 4• Close day 4
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Day 5

<ul style="list-style-type: none">• Hand in homework – audit report• Final questions/final revision• Evaluation	<ul style="list-style-type: none">• Introduction/readiness to the exam• Exam• End of course
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Pedagogical objectives

- Grasp the aims, benefits and requirements of an ISO 14001:2015 audit
- Interpret ISO 14001:2015 requirements for audit application
- Plan, conduct and follow-up auditing activities that add real value
- Access the latest auditor techniques and identify appropriate use
- Build stakeholder confidence by leading and managing audit processes in line with the latest requirements
- Grasp the application of risk-based thinking, leadership and process management
- Understand the arrangements for BSI certification

Skills to be acquired

By the end of the course, delegates will be able to:

- Explain the purpose and benefits of an EMS
- Explain the role of an auditor to plan, conduct, report and follow up an audit in accordance with ISO 19011
- Gain the skills to plan, conduct, report and follow up an audit in accordance with ISO 19011 (and ISO 17021 where appropriate).

Targeted audience

Anyone with the need to audit an organization's ISO 14001:2015 EMS

Pedagogical, technical and framing means

Course materials including:

- Introduction to the training, detailed program and security assignments
- Course presentation, theory and activities/ role plays
- Answers to the activities
- Videos
- Additional documents, distributed during the sessions, to use for the activities
- Attendance sheet to be signed

Assessment specifics

- Questionnaire to assess the knowledge at the end of the training
- Customer survey

What is included?

- Course materials, provided electronically
- Letter of attestation
- Official certificate

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Prerequisites: Delegates are expected to have the following prior knowledge:

a) Management systems

- The Plan, Do, Check, Act (PDCA) cycle
- The core elements of a management system and the interrelationship between top management responsibility, policy, objectives, planning, implementation, measurement, review, and continual improvement

b) Environmental management

- The intended outcomes of an environmental management system:
- Enhancement of environmental performance
- Fulfillment of compliance obligations
- Achievement of environmental objectives

c) ISO 14001

- Knowledge of the requirements of ISO 14001:2015 and the commonly used environmental management terms and definitions, as given in ISO 14001:2015

*These training modules are eligible to the subsidizing by the public institutions in France (OPCO).

**Each delegate receives a training convention after the enrollment.

***Please note that for the public sessions, you have until 48h before the start of the course to confirm your enrollment. For the in-house sessions, the deadline would be of two weeks prior to the start of the course.

****Should you be in a disabled situation, please contact us and indicate what details should be taken into account.

You can contact us on training.france@bsigroup.com or **01 89 79 00 40**