



 **ONLINE COURSE *24/7***

**ISO 19011 GUIDELINES FOR AUDITING
MANAGEMENT SYSTEMS**



Rv1/19.09.23



ISO 19011 GUIDELINES FOR AUDITING MANAGEMENT SYSTEMS



LEARNING OBJECTIVES

Through a guide based on the interpretation of ISO 19011 guidelines, develop, establish and manage audit programmes and processes aligned with the Plan – Do – Check – Act cycle that allow you to:

- Evaluate, verify and follow up the conformity and compliance with the requirements established by ISO standards, legal or regulatory requirements, customer and stakeholder requirements, and the organization's own requirements.
- Confirm the effectiveness of the implementation of management systems within organizations, regardless of their size or sector.
- Identify the fundamental elements for conducting opening and closing audit meetings; for drafting audit findings; and for following up on the attention and closure of findings.
- Determine and evaluate risks and opportunities of the audit programs; to prevent possible failures and ensure their effective execution and continuous improvement.



ATTENDEE PROFILE

Aimed at anyone interested in auditing management systems with a high-level structure based on processes within an organization:

- Managers / implementers of management systems within organizations.
- Process managers / leaders.
- Administrators, supervisors, managers and directors of an organization's management systems.
- Internal, external and certification auditors.
- Consultants.
- Personnel interested in conducting first, second and third party audits.

Baseline competency or knowledge required: *

- Experience in the implementation of management systems.
- Knowledge or implementation of the clauses / requirements of the management systems or standards to be assessed in the audit.

 **AT THE END OF
THE COURSE,
YOU OBTAIN:**

ELECTRONIC CERTIFICATE

Electronic certificate of competence with Global Standards seal, indicating accredited competence and curricular value.



COURSE BADGE

Students that obtain an excellence result, will be awarded with this badge as electronic evidence on its profile.



COURSE CURRICULUM

1 | Purpose and field of application

- 1.1 | General information on ISO 19011
- 1.2 | Background
- 1.3 | Scope of application
- 1.4 | PDCA cycle in the application of ISO 19011

2 | Normative References

3 | Terms and definitions

4 | Principles of auditing

5 | Managing an audit programme

- 5.1 | General
- 5.2 | Establishing audit programme objectives
- 5.3 | Determining and evaluating audit programme risks and opportunities
- 5.4 | Establishing the audit programme
- 5.5 | Implementing audit programme
- 5.6 | Monitoring audit programme
- 5.7 | Reviewing and improving audit programme





COURSE CURRICULUM

6 | Conducting an audit

- 6.1 | General
- 6.2 | Initiating audit
- 6.3 | Preparing audit activities
- 6.4 | Conducting audit activities
- 6.5 | Preparing and distributing audit report
- 6.6 | Completing audit
- 6.7 | Conducting audit follow-up

7 | Competence and evaluation of auditors

- 7.1 | General
- 7.2 | Determining auditor competence
- 7.3 | Establishing auditor evaluation criteria
- 7.4 | Selecting appropriate auditor evaluation method
- 7.5 | Conducting auditor evaluation
- 7.6 | Maintaining and improving auditor competence



LEARNING METHODS

- 4.5 h of video.
- 12 Exercises and activities.
- 4 Lists for evaluating compliance and implementation of the audit guidelines.
- 4 Lists of recommended actions for the proper implementation of the audit guidelines.
- 4 Lists of common deviations and errors in implementing the audit guidelines.
- 1 Tool for the evaluation of risks and opportunities of the audit programme.
- 23 Downloadable materials and supplementary information resources.



INSTRUCTOR

**VALERIA SÁNCHEZ
CARMEN VALENZUELA**



DURATION

- 16 hours*
- 45 days to complete**

* It is the projected time it will take to complete the course, considering the review of all the contents, multimedia resources, complementary information, the realization of exercises, and the application of evaluations for your approval.

** Time limit you must complete the course, considering your availability of time, the pace of study, and expected performance.

100% ONLINE

Language offered: english



The design and development of this training course is based on national and international standards. Participants who pass it satisfactorily will receive a validation certificate of competencies evaluated by GlobalSTD.



CONTACT US

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