

# ISO 10015+ : 2009 - AUDITOR TRAINING

The Chartered Quality Institute, 12 Grosvenor Crescent, London, SW1X 7EE

This **two-phase Certification Programme** has been designed to enable potential ISO Auditors/Lead Auditors to learn about the principles and practices of auditing for conformance with the **ISO 10015** standard and AdeQuaTE® higher (+) requirements

**Phase 1: A three day taught Auditor Certification Course (with qualifying exam)**

**Phase 2: A supported Certification Apprenticeship period (undertaking complete organisational audits in order to become an approved ISO 10015+ Auditor)**

Success in both phases will entitle you to apply for ISO 10015+ Auditor Registration (3-year renewable)\*

**Who should attend?** Those with responsibility for quality control, assurance and management of the training and learning function– this might include: Chief Quality Officers, Quality Assurance Managers, HR Directors, L&D Managers. Welcome too are ISO Auditors who want to specialise.

## What are the benefits?

- Learn how to become a Certificated ISO 10015+ Auditor
- Identify how to help organisation achieve International Quality Standard in Training
- Determine appropriate preparation activities in advance of undertaking Audit
- Enhance understanding of how training can meet business needs and improve performance

**Cost:** This Certification Programme costs £1350 per person and the price includes Phase 1 – application fees, initial pre-course study material, tuition, lunch/refreshments, training manual, exam fees  
Phase 2 - mentoring support, guidance and monitoring during the Certification Apprenticeship period (practicum)

*\*Please note that upon successful completion of Phase 1 and 2, participants will be required to make an additional payment to AdeQuaTE® for a 3-year registration licence and attend a one-day annual refresher course as per ISO Auditor guidelines.*

## Programme content – Phase One

<b>DAY 1</b>	<b>INTRODUCTION TO QUALITY MANAGEMENT STANDARD</b> General ISO 10015 and (+) Information and Interpretation Effective Adult Training and Organisational Learning
<b>DAY 2</b>	<b>AUDITING PROCESS</b> Efficient Training Quality System Auditing including roles, responsibilities, qualifications and ISO 10015+ Document Evaluation, Audit Preparation and Audit Checklist
<b>DAY 3</b>	<b>AUDIT PRACTICE</b> Audit Practice case studies Reporting and Audit Closure Auditor Registration Process Qualifying exam

**How do I attend?** Complete a booking form and send with a cheque (if self-funding) or request an invoice to be raised to your organisation or ask for our BACS details. Booking forms are available from our website <http://ofqt.com/contact/course-bookings.html>