



Integrated ISO 9001 and ISO 45001 Internal Auditor Training Course

Ref: #ISO4174



Course Introduction / Overview:

This intensive training course provides a comprehensive framework for conducting internal audits of an Integrated Management System (IMS) based on ISO 9001:2015 and ISO 45001:2018 standards. The program moves beyond a siloed approach, focusing on the synergistic relationship between Quality Management Systems (QMS) and Occupational Health & Safety (OH&S) management systems. Participants will gain a deep understanding of the High-Level Structure (HLS) that unifies these standards, enabling more efficient and effective auditing processes. Drawing upon the foundational principles of quality management championed by pioneers like W. Edwards Deming, the course emphasizes the Plan-Do-Check-Act (PDCA) cycle as a core driver for continual improvement in both quality and safety performance. We will explore concepts discussed in texts such as "The Integrated Use of Management System Standards" to provide a robust academic and practical foundation. At BIG BEN Training Center, our goal is to empower participants with the skills to not only ensure compliance but also to identify opportunities for enhancing organizational resilience, operational efficiency, and a proactive safety culture through value-adding internal audits. This course is meticulously designed to transform attendees into competent internal auditors capable of assessing and improving their organization's integrated management system from A to Z.

Target Audience / This training course is suitable for:



- Quality Managers and Engineers.
- Health, Safety, and Environment (HSE) Managers and Officers.
- Internal Auditors and Audit Program Managers.
- Management Representatives.
- Consultants specializing in ISO management systems.
- Operations and Production Managers.
- Compliance and Risk Managers.
- Anyone involved in the implementation or maintenance of ISO 9001 and ISO 45001 systems.

Target Sectors and Industries:

- Manufacturing and Engineering.
- Construction and Civil Engineering.
- Oil, Gas, and Energy sectors.
- Healthcare and Pharmaceutical industries.
- Information Technology and Telecommunications.
- Logistics, Transportation, and Supply Chain.
- Governmental bodies and public sector organizations.
- Hospitality and Service industries.

Target Organizations Departments:

- Quality Assurance and Quality Control.
- Health, Safety, and Environment (HSE/EHS).
- Internal Audit and Corporate Governance.
- Operations and Production.
- Compliance and Regulatory Affairs.
- Risk Management.
- Facilities and Maintenance.
- Human Resources and Training.



Course Offerings:

By the end of this course, the participants will have able to:

- Interpret the requirements of ISO 9001:2015 and ISO 45001:2018 from an auditor's perspective.
- Understand the principles of an Integrated Management System (IMS).
- Apply the guidelines of auditing management systems according to ISO 19011.
- Plan, conduct, and manage an integrated internal audit from start to finish.
- Develop effective audit plans, programs, and checklists for an IMS.
- Gather objective evidence through observation, interviews, and document review.
- Identify, classify, and report non-conformities and opportunities for improvement.
- Write clear, concise, and value-adding audit reports.
- Evaluate the effectiveness of corrective actions and follow-up activities.
- Contribute to the continual improvement of the organization's QMS and OH&S performance.

Course Methodology:



The training methodology at BIG BEN Training Center is designed to be highly interactive and participant-centered, ensuring a deep and practical understanding of integrated auditing principles. We move beyond traditional lectures to create an immersive learning environment where theory is immediately put into practice. The course combines expert-led presentations with dynamic group discussions, allowing participants to share experiences and learn from one another. A significant portion of the training is dedicated to hands-on workshops and practical exercises, including the development of audit checklists and the analysis of documentation. We utilize real-world case studies to simulate authentic audit scenarios, challenging participants to apply their knowledge to complex situations they might face in their own organizations. Role-playing exercises, such as conducting mock opening meetings, interviews, and closing meetings, are a core component, providing a safe space to practice and refine crucial auditing skills. Continuous feedback is provided by the instructor and peers throughout the course, fostering a supportive and collaborative atmosphere that maximizes learning retention and builds confidence. This practical, engaging approach ensures that participants leave not just with knowledge, but with the competence to conduct effective integrated internal audits.

Course Agenda (Course Units):

Unit One: Foundations of Integrated Management Systems



- Introduction to ISO 9001:2015 Quality Management Systems (QMS).
- Introduction to ISO 45001:2018 Occupational Health & Safety (OH&S) Management Systems.
- Understanding the High-Level Structure (Annex SL) and its benefits for integration.
- Key terminology, definitions, and principles for QMS and OH&S.
- The process approach and risk-based thinking in an integrated context.
- Benefits of integrating ISO 9001 and ISO 45001.
- The role of the internal audit in maintaining and improving an IMS.

Unit Two: Principles and Planning of the Integrated Audit

- Overview of auditing principles based on ISO 19011 guidelines.
- Roles and responsibilities of the internal auditor and the audit team.
- Establishing the integrated audit program objectives.
- Developing a risk-based annual audit schedule.
- Planning the individual audit: defining scope, objectives, and criteria.
- Conducting a desktop review of IMS documentation.
- Creating effective and practical integrated audit checklists.

Unit Three: Conducting the On-Site Audit

- Managing the opening meeting and setting the tone for the audit.
- Effective communication and interpersonal skills for auditors.
- Techniques for gathering objective audit evidence: interviews, observation, and sampling.
- Auditing leadership commitment and worker participation.
- Assessing operational controls for quality and OH&S.
- Evaluating performance monitoring, measurement, and analysis.
- Time management and maintaining the audit trail.

Unit Four: Audit Reporting and Non-Conformity Management



- Evaluating audit findings against the audit criteria.
- Identifying, classifying, and documenting non-conformities (NCs).
- Formulating clear and concise non-conformity statements.
- Identifying opportunities for improvement.
- Preparing a comprehensive and value-added audit report.
- Conducting an effective closing meeting with the auditee.
- Presenting audit findings to management.

Unit Five: Post-Audit Activities and Continual Improvement

- Understanding the corrective action process.
- Reviewing and accepting proposed corrective action plans.
- Conducting follow-up activities to verify the implementation and effectiveness of actions.
- Closing out non-conformities and the audit cycle.
- The role of internal audit results in the management review process.
- Using audit findings to drive continual improvement of the IMS.
- Preparing for third-party certification audits.

FAQ:

Qualifications required for registering to this course?

There are no requirements.

How long is each daily session, and what is the total number of training hours for the course?

This training course spans five days, with daily sessions ranging between 4 to 5 hours, including breaks and interactive activities, bringing the total duration to 20 - 25 training hours.

Something to think about:



Beyond compliance, how can an integrated audit of ISO 9001 and ISO 45001 serve as a strategic tool for driving organizational resilience and a proactive safety culture?

What unique qualities does this course offer compared to other courses?

This course distinguishes itself by focusing on the strategic integration of quality and safety, rather than treating them as separate compliance exercises. We move beyond a simple clause-by-clause review to explore the deep-seated synergies between ISO 9001 and ISO 45001, teaching participants how to conduct audits that reveal a holistic view of organizational performance and risk. Our methodology is rooted in developing auditor judgment and critical thinking. Instead of just providing checklists, we equip participants with the skills to analyze processes, understand context, and ask insightful questions that uncover systemic strengths and weaknesses. The curriculum is heavily weighted towards practical application, using complex, real-world case studies that mirror the challenges auditors face in modern industries. This allows participants to practice navigating ambiguous situations and making informed assessments. The course emphasizes the auditor's role as a catalyst for improvement, focusing on how to communicate findings in a way that fosters collaboration and drives meaningful change, rather than simply pointing out faults. Ultimately, participants gain the ability to transform the internal audit function from a procedural necessity into a powerful strategic tool that enhances operational efficiency, strengthens the safety culture, and builds lasting organizational resilience.