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PHOENIX TS

ISO 9001:2015 Lead Auditor Training

Due to Covid-19 safety restrictions PhoenixTS will temporarily be unable to provide food to our students who attend class at our Training Center; however, our Break Areas are **currently open** where students will find a constant supply of Coffee, Tea and Water. Students may bring their own lunch and snacks to eat in our breakrooms or at their seat in the classroom or eat out at one of the many nearby restaurants.

Course Overview

This 4-day, instructor led course will describe the stakeholder process and defines the roles and responsibilities of each party involved in a Quality Management System Audit. Participants will analyze each domain of ISO 19011 and become familiar with techniques and practices used when performing this audit. The Self-Assessment portion of the course will allow participants to discover which skills they have mastered and which skills they need to attain. This course is for those seeking to gain fundamental knowledge of audit process. By the end of this course, participants will be able to:

- Identify how often sponsors, customers, partners, and stakeholders are involved in ISO 19011
- Understand the risks
- Learn how to manage ISO 19011 requirements
- Recognize who the ISO 19011 decision makers are
- Help educate your organization in ISO 19011
- Investigate ISO options
- Develop and implement ISO plans
- Determine their level of ISO understanding using the self-assessment
- Utilize examples from past and current successful projects and activities

Schedule

Currently, there are no public classes scheduled. Please contact a Phoenix TS Training Consultant to discuss hosting a private class at 240-667-7757.



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Course Outline

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Beginning of the Self-Assessment

- Criterion 1: Recognize
- Criterion 2: Define
- Criterion 3: Measure
- Criterion 4: Analyze
- Criterion 5: Improve
- Criterion 6: Control
- Criterion 7: Sustain

Module 1: Initiating Process Groups

- Project charter
- Stakeholder register
- Stakeholder analysis matrix

Module 2: Planning Process Group

- Project Management Plan
- Scope Management Plan
- Requirements Management Plan
- Requirements Documentation
- Requirements Traceability Matrix
- Project Scope Statement
- Assumption and Constraint Log
- Work Breakdown Structure
- WBS Dictionary
- Schedule Management Plan

Module 3: Executing Process Group

- Team Member Status Report
- Change Request
- Change Log
- Decision Log
- Quality Audit



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- Team Directory
- Team Operating Agreement
- Team Performance Assessment
- Team Member Performance Assessment
- Issue Log

Module 4: Monitoring and Controlling Process Group

- Project Performance Report
- Variance Analysis
- Earned Value Status
- Risk Audit
- Contractor Status Report
- Formal Acceptance

Module 5: Closing Process Group

- Procurement Audit
- Contract Close Out
- Project or Phase Close Out
- Lessons Learned

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Starting at **\$1,895**

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