

## AS9100 INTERNAL QUALITY AUDITOR Training

### ARE YOU EXPERIENCING ANY OF THESE CHALLENGES?

- Committed to becoming AS9100 certified but need to prepare key employees to lead implementation?
- Employees with leadership potential need to develop specific skills necessary to monitor and manage quality?
- Need employees trained as internal quality auditors to meet the demands of AS9100 certification?
- Existing internal quality auditors need to attend a refresher course to sharpen their auditing skills?
- Want to ensure that quality conformance is consistently managed, measured and acted upon?
- Leaders of your quality management system could benefit from time-tested audit tools and techniques?
- Interested in having your audit team learn about the new AS9100 requirements?

...If the answer is "Yes," then MMEC's AS9100 Internal Quality Auditor training may be what you need.

**NOTE: The AS9100 Standard is built around the ISO 9001:2000 Standard. If your organization has a need to train Internal Auditors to the ISO 9001:2000 Standard, they will receive equivalent training by attending the AS9100 Internal Quality Auditor training course.**

### COURSE INFORMATION

**PREREQUISITE:** None

However, participants may benefit more from this training if they have taken the Lean Manufacturing workshop & simulation.

### COURSE DESCRIPTION:

Internal quality audits play a vital role in a documented quality system, by ensuring not only that quality practices match procedures, but that the system is effective and meets the needs of the organization. Internal quality auditors need to be trained in order to perform important audit tasks. This course emphasizes the skills necessary to conduct internal quality audits and covers the requirements of the AS9100 (or ISO-9000:2000) standards. The course also covers what registrars look for during registration and surveillance audits. Participants are taught the relationship among the quality policy, quality manual, procedures, instructions, and supporting records. In addition, participants will focus on evaluation techniques specific to the AS9100 (or ISO-9000:2000) quality management system. Course topics include the purpose of internal audits, requirements of the ISO-9000:2000 standard, the audit plan,

methods of conducting an internal audit (checklists, auditor conduct, scheduling), nonconformance, and corrective action.

### **LEARN HOW TO:**

- Assist your organization in meeting customer quality standards.
- Apply the quality management principles associated with **AS9100** for greater competitive advantage.
- Conduct an effective internal audit program.
- Ensure that **AS9100** requirements from initial certification through subsequent recertification are met.
- Communicate **AS9100** requirements to staff and gain their cooperation in compliance.
- Develop audit teams to assist in auditing activities.
- Develop and maintain an audit plan, schedule & audit log for timely compliance.
- Use various auditing tools and tactics that enhance the auditing process.

**WHO SHOULD PARTICIPATE:** Quality managers, process engineers, process improvement consultants or other individuals (within a company) seeking to become qualified Internal Quality Auditors.

**COURSE LENGTH & FORMAT:** **Three 8-Hour Days:** Classroom training with interactive group discussion and significant time spent on actual plant auditing exercises at a local "host" company. When multiple companies participate, one company agrees to host the group for **actual** audit exercises.

### **COURSE FEE:**

The fee for this three-day course is \$795 per attendee and includes the **AS9100** standards, course handouts and course notebook, in-plant audit opportunity, refreshments, and lunches.

**To Register on-line, return to Scheduled Training** for a workshop that fits your needs. Be sure to register under the correct course listing.

### **CLASS SIZE GUIDELINES:**

Public Event: 10 minimum

Private Company Event: Variable (4 minimum for best results).

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