SQT

TRAINING THAT DEVELOPS *REAL* CAPABILITY











ISO 9001 Internal Auditor (QMS) - CQI and IRCA Certified

Q012

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This course is based on ISO 9001:2026. We will provide guidance on the changes from ISO 9001:2015 and what they may mean for organisations during the course.

This practical two-day course develops the knowledge, skills and confidence learners need to conduct effective internal audits of a Quality Management System. Learners explore the complete audit process from planning and preparation through to gathering evidence, evaluating findings and producing meaningful audit reports.

The course places strong emphasis on practical capability rather than simply learning audit theory. Through expert facilitation, realistic audit scenarios, interactive exercises and accelerated learning techniques, learners practise the skills required to conduct fair, effective and value-adding audits. The course is suitable for new internal auditors as well as existing auditors who want to refresh and recalibrate their approach.

Please note: A prior understanding of the ISO 9001 standard is strongly recommended.

Duration & Price

Duration: 2 days
Public Virtual Training: £465 + £35 fees
Delivery mode: This programme is available In-Company, and via Public Virtual Training

Dates & Locations

Date	Venue	
01 - 02 Dec 2026	Virtual	Book Date
15 - 16 Dec 2026	Virtual	Book Date
12 - 13 Jan 2027	Virtual	Book Date
23 - 24 Feb 2027	Virtual	Book Date

In-Company Training

Please contact us for more information on our In-Company training options

What's covered?

This two-day course takes learners through the internal QMS audit process in a practical and structured way. Learners explore the principles behind effective auditing before developing the techniques required to prepare for an audit, gather reliable evidence, evaluate findings and report audit results.

Topics include:

- Benefits of an effective Quality Management System
- Plan Do Check Act (PDCA)
- The process approach
- Process mapping techniques
- The QMS audit process
- ISO 19011 and the principles of auditing
- Audit planning and preparation
- Developing audit checklists and work documents
- Gathering objective evidence
    - Effective interviewing techniques
    - Reviewing QMS documentation and records
    - Using observation as an audit technique
- Evaluating audit evidence
- Developing fair and valid audit findings
- Identifying opportunities for improvement
- Audit report writing
- Supporting value-adding corrective action

Public courses use realistic audit scenarios that allow learners to practise their skills in a facilitated environment. In-Company courses can incorporate the organisation's own Quality Policy, audit procedures and QMS documentation with the option to conduct a practical audit mentored by the tutor.

Who should participate?

This course is designed for learners who conduct, support or manage internal QMS audits within manufacturing, service and other organisational environments. As ISO 9001 can be applied across organisations of different sizes and sectors, the auditing skills developed are relevant to a wide range of roles and industries.

The course is particularly beneficial for:

- **Internal Auditors:** Individuals who plan, conduct or support QMS audits and want to develop greater competence and confidence
- **System Managers:** Those responsible for implementing, maintaining or improving an ISO 9001 QMS and supporting internal and external audit activities
- **Improvement Leaders:** Professionals responsible for identifying gaps, risks and improvement opportunities within organisational processes
- **External and Supplier Auditors:** Personnel conducting second-party audits who want to strengthen their auditing techniques and evaluate suppliers fairly and professionally
- **Quality Professionals:** QMS Managers, Quality Assurance personnel and Quality Control personnel who require practical auditing capability
- **QMS Implementation Teams:** Team members supporting the implementation or ongoing development of a formal Quality Management System

The course is also valuable for professionals seeking to develop auditing as a transferable skill that supports broader career development.

What will I learn?

On successful completion of this course, learners will be able to:

- Explain the principles of auditing and their importance in effective QMS audits
- Describe the role of internal auditing in evaluating and improving a Quality Management System
- Interpret the internal audit requirements of ISO 9001
- Plan and prepare an internal QMS audit using appropriate audit plans, checklists and work documents
- Gather objective audit evidence effectively through interviews, observation and document review
- Evaluate audit evidence and develop fair, valid and evidence-based audit findings
- Produce clear audit reports that support meaningful corrective action and continual improvement

These outcomes equip learners with practical auditing skills that can be applied immediately and help them approach internal audits with greater confidence, consistency and professional judgement.

What are the entry requirements?

No previous auditing experience is required. However, learners benefit from having an existing understanding of ISO 9001 and its key concepts before attending the course.

Entry requirements and recommendations include:

- No previous auditing experience is required
- Familiarity with ISO 9001 terminology is recommended
- An understanding of concepts such as Plan Do Check Act (PDCA) is beneficial
- Knowledge of the requirements of ISO 9001 is strongly recommended

Learners who require additional preparation can access SQT's Foundation course at a discounted rate before attending.

A suitable level of ISO 9001 knowledge enables learners to focus on developing auditing techniques and applying them effectively throughout the course.

English Language Competency
A good standard of written and spoken English is important to engage effectively with this programme.

How will I be assessed?

Assessment takes place continuously throughout the course and is designed to confirm that learners are developing the required knowledge and practical auditing skills as the training progresses. Learners complete a range of individual and collaborative exercises that reflect activities undertaken during a real internal QMS audit.

Practical assessment activities include:

- Determining the benefits of quality management
- Defining the audit process
- Applying the process approach within a QMS
- Preparing audit work documents such as an audit checklist
- Gathering evidence through interviews, observation and document review
- Evaluating audit evidence and developing findings
- Preparing an audit report
- Completing an end-of-course knowledge quiz

All assessment takes place during course tuition time with no homework required. Full attendance and participation are required for successful completion.

How do we train and support you?

The course uses a highly practical and facilitated approach to help learners develop auditing skills through experience. Accelerated learning techniques, realistic audit scenarios, discussion and collaborative exercises keep learners actively involved while putting auditing concepts into a practical workplace context.

Support includes:

- Pre-training consultation to understand organisational and learner requirements
- Customised course content for In-Company delivery where appropriate
- Integration of organisation-specific information such as Quality Policies, internal audit procedures and QMS documentation
- Realistic audit scenarios on public courses
- Practical exercises covering planning, interviewing, evidence gathering, evaluation and reporting
- Comprehensive course materials for use during and after the training
- All coursework and assessment completed during course hours with no homework
- Support from experienced tutors who are active auditors and subject matter experts
- Opportunities to ask questions and explore specific workplace auditing challenges
- An optional practical audit mentored by the expert tutor during In-Company courses

The course is fast-paced and interactive with a strong emphasis on participation. The learning environment is designed to give learners opportunities to practise techniques, receive feedback and build confidence before applying their auditing skills in the workplace.

Class sizes are limited to 10 (Virtual) or 12 (On-Site) to support personalised learning and individual support.

Programme accreditation

This programme is CQI and IRCA certified and is delivered in association with CQI and IRCA Approved Training Partner Bywater - PT267 - Course ID: 2913

Certification ensures global recognition and demonstrates validated competence in internal quality auditing.

How can you progress?

This course provides a practical foundation from which learners can continue developing their auditing and management system capabilities.

Progression opportunities include:

- QMS Lead Auditor (ISO 9001)
- Internal Auditing for Integrated Management Systems covering ISO 9001, ISO 14001 and ISO 45001
- Further quality management and management system training

Further development enables learners to deepen their auditing capability, take on more complex audit responsibilities and broaden their expertise across multiple management system standards.

Tutors



John Collins
View Profile



Shane Curran
View Profile

What Our Learners Say

We believe in excellence through transparency and continuous improvement. That's why we invite all our delegates to share their experiences on CourseCheck.com, an independent platform dedicated to genuine, unfiltered feedback. Learner insights help us not only to enhance our training programmes but also empower potential learners to make informed decisions. Click on the link below to read firsthand experiences and testimonials from past learners.



Click Here

SQT TRAINING THAT DEVELOPS *REAL* CAPABILITY

SQT provide a unique combination of high quality, accredited, practical training delivered by leading industry experts and supported by the most up to date learning technology and tools

LEAN SIX SIGMA, PROCESS & PROJECT MANAGEMENT

- Lean Six Sigma
- Join our Lean Six Sigma Network
- Continual Process Improvement
- Project & Programme Management

COMPLIANCE, STANDARDS & AUDITING

- Quality
- Environment & Energy Management
- Health & Safety
- Food Safety
- Life Sciences
- Laboratory
- Integrated Management Systems

LEADERSHIP & PERSONAL DEVELOPMENT

- Leadership & Personal Development
- Train the Trainer

QQI AWARD | IEMA APPROVED | CompEx Part of the JTL Group | FSPCA FOOD SAFETY PREVENTIVE CONTROLS ALLIANCE | CQI IRCA APPROVED TRAINING PARTNER | Chartered Institute of Environmental Health

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