



ISO 14001:2004 Environmental Management System (EMS) Internal Auditing

This course is designed for both new auditors and those looking to sharpen their current auditing skills. Participants will acquire the necessary skills to become a leader in preparing and conducting 1st and 2nd party audits through interactive methods and avoiding lecture based learning. The course includes a full-simulated audit to the ISO 14001:2004 Standard.

Length: 2 days

CEUs: 1.4

Prerequisites: *None*

WHAT YOU WILL LEARN

- ISO 19011:2002 Standard on performing audits
- Environmental Management System terminology and the ISO 14001:2004 Requirements
- Form an audit team
 - Who needs to be on it
 - Determine roles & responsibilities of each individual
- Conduct an audit meeting
 - Who needs to be there from the audit team
 - Who needs to be there from the organization receiving the audit
 - Agenda
 - What reports are needed and how to form them
- Documentation
 - What is needed
 - How to organize according to the ISO 19011:2002 Standard
- Nonconformities
 - How to classify, record and resolve
 - How to implement preventative measures to avoid future nonconformities

PLEXUS LEARNING MODEL

Learning is maximized through participation. That is why Plexus training avoids lecture-based teaching and focuses on group activities, case studies and hands-on applications. *Learn by doing.*

WHO SHOULD ATTEND

- Any member of an ISO 14001:2004 implementation team
- New internal auditors and experienced auditors that have not attended training in over three years
- Representatives from key functional groups involved in an organization's environmental management system

INSTRUCTORS

Plexus Master Trainers. Plexus Master Trainers train and evaluate:

- ISO 9001:2008, ISO/TS 16949:2009, AS9100, ISO 14001:2004 Environmental Management Systems, ISO 22000:2005 Food Safety, ISO 9001:2008 for Healthcare and ISO 13485:2003 for Medical Devices.
- Plexus Instructors certify your 3rd party auditors
- Supplier Auditors

ISO 14001:2004

AGENDA

Day 1

- ❖ Environmental System Terminology and the ISO 14001:2004 Requirements
- ❖ What is an Audit?
- ❖ The Internal Auditor
- ❖ Communication Skills

Day 2

- ❖ How to Plan for the Audit
- ❖ How to prepare for the Audit
- ❖ How to Perform the Audit