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## RABQSA-Certified ISO 14001:2004 EMS Lead Auditor Training



Learn the full range of auditing skills that will help you become a strong advocate in your company's effort to obtain maximum value from your commitment to ISO 14001:2004. Participants will acquire the necessary skills to become a leader in preparing and conducting audits through interactive methods and avoiding lecture based learning.

Length: 5 days      CEUs: 3.6

Prerequisites: *A series of questions to be answered by the student and turned in prior to or at the beginning of the course to demonstrate understanding of the ISO 9001:2008 Standard*

### 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
- Trainers who want an effective method of explaining ISO 14001:2004 to employees
- Representatives from key functional groups involved in an organization's environmental management system

### AGENDA

#### Day 1

- RABQSA Criteria
- Lead Auditor Trainings Contents
- Guidelines governing the Lead Auditor Training Courses
- Environmental awareness
- Top Management commitment
- Compliance with environmental legal requirements
- Conformity with OEM Customer Specific Requirements (automotive industry only)

#### Day 2

- Interrelation with other management systems
- EMS Application Activity (Aspects and Impacts)
- Understanding the ISO 14001:2004 Standard and environmental legal requirements

#### Day 3

- Understanding EMS Customer Specific Requirements (automotive industry only)
- Auditing Skills

#### Day 4

- Auditing Skills
- Auditing Application

#### Day 5

- Audit Application
- RABQSA Auditor Certification Handbook
- Conformity Assessment Documents
- Review and Wrap-Up
- Written Examination

To learn more, call 1-888-753-9871 or e-mail [info@plexusINTL.com](mailto:info@plexusINTL.com)

## **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 trains 3<sup>rd</sup> party auditors and wrote the materials used to certify all of them
- Supplier Auditors

## **REQUIREMENTS FOR SUCCESSFUL COMPLETION**

There are two elements involved in the evaluation and examination for successful completion of participants of this course:

- 1) The continual evaluation of the student's attitudes, auditing capability, performance as team members when role-playing, and communication skills (performed independently by all instructors involved with the class).
- 2) A written examination, which covers the content of ISO 14001:2004 and the application of audit principles and practices based on ISO 19011. 50% of the examination grade is based on questions that require short answer responses that test comprehension of the audit process and the application of ISO 14001:2004, and the remainder of the examination grade is based on multiple choice and true/false questions.

## **CERTIFICATES**

- Those who pass will receive a certificate of successful completion, which satisfies the training requirement for individual QMS auditor certification by RABQSA.
- Those who do not pass will receive a certificate of attendance.

*Note: The time allotted for taking the examination is two hours. Strict adherence to the time limit is to be maintained. However, the trainer may allow a student whose primary language is not the language in which the course is conducted, or a student with a particular disability that adversely affects the student's capability to complete the examination in the allotted time, up to 30 additional minutes for taking the written examination.*

*The only reference materials allowed during the examination are a copy of the 14001 standard, course materials provided by Plexus International and any personal notes made by the student during the course.*

## **GUIDELINES GOVERNING THE LEAD AUDITOR TRAINING COURSE**

Plexus International's "RABQSA-Certified ISO 14001:2004 EMS lead Auditor" is focused on the training and development of the auditor candidates. Advisement, correction, discussion, information transfer and learning are the focus of the training session. Additionally, trainer evaluations of the auditor candidates' performance and understanding are directed toward improving the candidates' performance and understanding. Trainers are not to make final pass/fail determinations during initial parts of the training, but they are to collect performance data that assist them to make pass/fail determinations with regard to candidates' performance and understanding. Final evaluation of the candidates is the result of the written examination and the continual evaluations during the training session.

*"This training course and certificate of attainment is recognized by IRCA as meeting the requirement for IRCA certification to ISO 14001:2004 EMS Lead Auditor Training (IRCA/2245)"*