



## Internal EMS Auditor Training

The Internal Environmental Management System Auditor training provides a cost effective method to increase staff knowledge and skills with each course tailored to company needs and specifications. The training objectives are:

- Understand framework of an EMS
- Understand ISO 14001 key requirements –what to look for as an auditor
- The role of auditing in the EMS
- Practical guide to UK Environmental Law- what to look for as an auditor
- Your role as Internal EMS Auditors
- Practical supervised experience of an Internal EMS Audit

The course outline is as follows:

### Day 1

- Welcome & Introduction to course
- Introduction to EMS & ISO 14001 - presentation
- Environmental Aspects - workshop
- Practical Guide to Environmental Law - presentation
- The Internal Audit Process at your organisation
- Part I) Overview & Planning
- Preparing an Audit Checklist - workshop
- The Internal Audit Process at your organisation
- Part II) Performing an Audit & Auditor Skills
- Role Play - workshop
- Summary & Conclusions

### Day 2

- Recap on Day 1
- The Internal Audit Process at your organisation
- Part III) Auditing Findings and Non Compliance
- Evaluating Evidence & Writing an Audit Report - workshop
- Practical Audit
  - Preparation
  - Perform Supervised Audits
  - Evaluate Evidence, Prepare findings & NCRs
- Group Discussion & debrief