# **Internal Auditor Training Program on ISO 41001: 2018**



### **Course Feature:**

This course is designed to meet the requirement of competent auditors referred in ISO 19011. The course includes understanding the elements of ISO 41001:2018 Facility Management System coupled with a practical approach to plan, effectively conduct and report internal audits of FMS which becomes an enabler for continual improvement in the organization.

## **Course Objective:**

- To understand the overview of ISO 41001:2018 Facility Management System
- ♣ To enable delegates understand Key concepts in Facility Management System auditing
- To impart/enhance practical auditing skills to become certified Internal Auditor
- To enable the delegates to plan, conduct & manage FMS internal audits effectively in accordance with the principles & guidance of ISO 19011

#### Who should attend?

- Facility management executives/managers, Maintenance/ Security/ Housekeeping professionals
- Functional Heads
- Management representatives
- Existing internal auditors of other management systems
- FMS Consultants
- Personnel wishing to attend higher level courses such as Lead Auditor courses

## **Duration:**

2 Days

# **Course Contents:**

- Introduction to ISO 41001, History
- Overview of updates in ISO 41001:2018 with focus on FMS planning, leadership, risk based thinking, performance evaluation & improvement
- Introduction to auditing : definition, types of audits
- Internal audit planning & preparation,
- Conducting internal audit & reporting non-conformities
- Corrective action & audit follow-up activities
- Auditor attributes, competence & evaluation
- Course Summary and Q&A
- Individual exercises during various modules
- ♣ Final on-line/Written examination

# Prerequisite/Prior knowledge:

- All delegates should have reasonably good understanding on Facility Management System & basic requirements of ISO 41001. Work experience in any work domain for about two years or more would be added advantage.
- All the delegates / participants must arrange their own hard copy of ISO 41001:2018 standard throughout the Webinar/classroom program. This is essential requirement.
- Also, availability of a copy of ISO 9001:2015 standard with participants would be advisable, if not mandatory.
- Knowledge of English is essential.

### **Issue of Certificate:**

Certificate of successful completion shall be issued to all the delegates who attend entire duration of the course in two days ( about 8 hrs each day ) and qualify in on-line / written examination at the end of the course.

# Registered & Head Office-

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