



ISO 14001:2015 Lead Environmental Auditor Course

COURSE DURATION

5 days

CPD

Equivalent to 40 hours

DEDICATED TRAINING

This course is available on a dedicated basis for groups, online & face to face

CERTIFICATION

Certified by the Institute of Environmental Management and Assessment and CQI and IRCA (Course ID: 2250)

All delegates will receive a certificate on completion



Overview

Learn how to perform internal and external audits of an environmental management system (EMS) against the requirements of ISO 14001 with this ISEP, CQI and IRCA certified ISO 14001 Lead Auditor training course.

The course gives delegates the skills and confidence to plan, conduct, report and follow up EMS audits. By the end of the course attendees will be able to:

- audit to assess conformance with ISO 14001 requirements
- identify whether the EMS is effectively implemented and maintained
- contribute to the continual improvement of the EMS

The course is built around a central case study that simulates a site audit, giving students practical experience in tackling audit tasks. Workshops, discussions and interactive tutorials cover important topics such as risk-based auditing, assessing environmental aspects and impacts, and EMS nonconformity writing.

Delegates are assessed through a combination of continuous assessment during the course and an online exam after the event.

Who should attend?

This is a key course for those involved in auditing an EMS. It will be of benefit to a wide range of job roles and tasks, including those responsible for:

- undertaking internal audits, supplier audits and certification audits
- leading environmental management system (EMS) audits
- managing EMS audits
- ensuring EMS conformance and continual improvement
- managing EMS maintenance

The course is also of value for career progression, offering essential certified steps towards becoming an IRCA EMS auditor and ISEP registered lead auditor.

Delegates do need an appreciation of ISO 14001 and its requirements before attending this course.

Key topics

Course topics include:

- ISO 14001 requirements
- auditing concepts and standards
- auditing principles, techniques and responsibilities
- stage 1 and stage 2 audits
- audit stages
 - planning
 - conducting the audit
 - reporting
 - follow up
- recommendations for certification
- life cycle concepts and life cycle assessments
- sustainability and organisational strategy
- environmental aspects and impacts
- environmental legislation
- environmental objectives, environmental policy
- continual improvement

Skills gained

At the end of the ISEP, CQI & IRCA certified ISO 14001 Lead Auditor training course delegates will be able to:

- plan, develop and undertake an EMS audit against ISO 14001, in accordance with ISO 19011
- assess compliance with ISO 14001, identifying nonconformances, corrective actions and opportunities for improvement
- explain the purpose of an EMS and the benefits of improving environmental performance for the business and society
- define the roles and responsibilities of an auditor
- understand the 3rd party certification process

Upon successful completion, delegates will gain points towards ISEP Environmental Auditor registration. The course also satisfies the training requirements to become an IRCA EMS Lead Auditor. Delegates will receive an ISEP Lead Environmental Auditor certificate and a CQI & IRCA ISO 14001 Lead Auditor certificate.

Course reviews

First class in every aspect!

"This course has exceeded my expectations! Great to learn in the group session and the discussions were really useful. The tutor was extremely knowledgeable and approachable."

Premier Foods

As good as face-to-face training

"I thought it would be more challenging in a virtual classroom but I feel it was just as good as a face-to-face environment."

Travis Perkins Plc

Practical and applicable course

"The case study and role-playing were especially useful."

Wren Kitchens

Easy to interact

"It was remarkably easy and natural to interact with my fellow students and tutors"

Jacobs

ISO 14001 Lead Auditor Course Programme (Virtual Classroom)

DAY 1

Time	Section/Workshop	Subject
08.30		Virtual Classroom Registration
09.00		Welcome and Introduction
	Module 1	Icebreaker
	Module 2	Background to Management Systems
	Module 3	Requirements of ISO 14001:2015
	Exercise 1	Your Organisation's Context
12.45	LUNCH	
13.30	Module 4 / Workshop 1	Pre-course Questionnaire
	Module 5	Sustainability and Organisational Strategy
	Module 6	Auditing Concepts and Standards
	Module 7	Audit Stages
	Module 8	Auditing Principles and Responsibilities
	Exercise 2	Auditor Behaviours
16.30	CLOSE	
Evening		Evening work

DAY 2

Time	Section/Workshop	Subject
08.30		Review and Revision
	Module 9	Environmental Aspects Identification
	Module 9 / Workshop 2	Identifying Environmental Aspects and Impacts
	Module 10	Documented Information
	Module 10 / Workshop 3	Audit Documentation
	Module 11	Environmental Legislation
	Module 11 / Workshop 4	Identifying Legislation
	Module 12	Site Tour – Audit Plan Review
12.45	LUNCH	
13.30	Module 12 / Workshop 5	Site Tour
	Module 13	Detailed Planning – Audit Plans/Checklists
	Module 13 / Workshop 6	Checklist Preparation
	Module 14	Environmental Aspects, Assessment of Significance
17.30	CLOSE	
Evening		Evening work

DAY 3

Time	Section/Workshop	Subject
08.30		Review and Revision
	Module 14 / Workshop 7	Environmental Aspects and Impacts Assessment
	Module 15	Environmental Objectives & Policy; Continual Improvement
	Module 16	External & Internal Communications; Environmental Statements
	Module 17	EMS Nonconformities
	Exercise 3	Identifying Nonconformities
	Module 18	Audit meetings
	Module 19 / Workshop 8	Senior Management Interview – Preparation
12.30	LUNCH	
13.15	Module 19 / Workshop 9	Senior Management Interview – Role-play and Feedback
	Module 20	Case Study: Part 1
	Module 21	Auditing – Considerations, Techniques and Challenges
	Module 22 / Workshop 10	EMS Nonconformity Writing
17.30	CLOSE	
Evening		Evening work

DAY 4

Time	Section/Workshop	Subject
08.30		Review and Revision
	Module 23	Case Study: Part 2
	Module 24	Case Study: Part 3
13.00	LUNCH	
13.45	Module 24	Case Study: Part 3 Continued
	Module 25	Course Closing Process
	Module 26	Audit Reporting
	Module 27	Closing Meetings
	Module 28 / Workshop 11	Analysis of Case Study Findings and Preparation for Closing Meeting
	Module 29 / Workshop 12	Individual Audit Reports
17.30	CLOSE	
Evening		Evening work

DAY 5

Time	Section/Workshop	Subject
08.30		Review and Revision
	Module 30 / Workshop 13	Individual NCRs
	Module 31 / Workshop 14	Closing Meeting - Preparation
	Module 31 / Workshop 15	Closing Meeting – Role-play and Feedback
12.40	LUNCH	
13.15		Action Plan for exam preparation
		Course Review and Evaluation
15.30	CLOSE	