



**Course Description:** BSI's "ISO 14001:2004 Environmental Management Systems Lead Auditor" competency-based 4-day course teaches the principles and practices of effective environmental management systems (EMSs) and process audits in accordance with the ISO 14000 series of standards and ISO 19011:2002, "Guidelines for Quality and/or Environmental Management Systems Auditing." Experienced instructors guide students through the entire audit process, from managing an audit program to reporting on audit results. Students gain necessary auditing skills through a balance of formal classroom tutorials, practical role-playing, group workshops, and open forum discussions.



This course comprises the following three RABQSA TPECS Competency Units whose outcomes are certified by RABQSA:

- EM – Environmental Management Systems
- AU – Management Systems Auditing
- TL – Leading Management Systems Audit Teams

Attendees successfully completing this course receive a Certificate of Attainment for each of the RABQSA Competency Units listed above.

**Learning Objectives:**

- Understand environmental management definitions, concepts, and guidelines
- Understand the purpose of the ISO 14000 series
- Understand the requirements of the ISO 14001:2004 standard
- Identify aspects and impacts
- Manage an audit program
- Initiate the audit and conduct opening meetings
- Understand auditor responsibilities
- Conduct on-site activities
- Understand environmental legislation
- Communicate effectively during the audit
- Generate audit findings
- Prepare audit conclusions
- Conduct closing meetings
- Reporting audit results
- Conduct an audit follow-up
- Understand the registration process

**Course Materials:** Students receive comprehensive course manuals with reference materials.

**Who Should Attend:**

- Individuals interested in conducting first-party, second-party, or third-party audits
- Environmental Management Representatives
- Quality Directors
- Regulatory Affairs Managers
- Health, Safety, and Environmental Managers
- Cross functional team members of an implementation project

**Duration:**

**Course times:**

- Day 1: 8:00 AM – 5:00 PM
- Day 2: 8:00 AM – 4:00 PM
- Day 3: 8:00 AM – 5:30 PM
- Day 4: 8:00 AM – 3:30 PM

**Prerequisite:** A prior review of the ISO 14001:2004 standard and internal audit experience is suggested for this course. Additionally, it is highly recommended that inexperienced students take the BSI e-learning class "Essentials of ISO 14001:2004" prior to attending the classroom training.

**Course Logistics:** There are written tests on each of the competency units in turn on Days 2, 3 and 4. Detailed exam instructions will be provided. Certificates of Attainment in each competency unit will be provided for students who are deemed "Competent" for each competency unit. Certificates of attendance are provided to those who do not pass the competency test(s), and students will be given the opportunity to retake the test(s).



This training course and certificate of attainment is recognized by IRCA as meeting the requirement for IRCA certification to IRCA/2017.