



## ISO 9001:2015 Quality Management System Internal Auditor Training

July 23 - 24, 2018 | 9.00am - 5.00pm | Shah Alam Convention Centre

### FACILITATOR

**Encik Muhsin Ahamed** has been providing training and consultancy for numerous companies through FMM for the past 15 years. He is also a part-time lecturer at the International Islamic University Malaysia, teaching topics on quality assurance and quality control. Prior to 1996, before affiliating himself to FMM, he was with Motorola, Seagate, B. Braun and Likom working in manufacturing and human resource development areas. Muhsin obtained his Bachelor of Science, majoring in Chemistry in 1982. Due to interest and professional requirements, he pursued certificates in computer programming, electronics engineering, management and HRD. In line with the principle of life long learning, he is working towards his doctorate in quality engineering at Universiti Teknikal Melaka. He is expected to graduate in the next couple of years. Muhsin has hands-on experience in implementing various modern manufacturing and quality control techniques such as QCC, JIT, SCM, GT Cells and 5S Housekeeping. As a Human Resource Development Manager, he has designed, developed and implemented various training programmes in Management, Supervisory, Quality Control and Manufacturing Technology. As an individual who has hands-on experience in manufacturing and also training and development function, Muhsin brings with him not only a professional training approach but also real life practical tips on implementation of the ideas.

### WHO SHOULD ATTEND

ISO 9001 QMS Internal Auditors and those involved in ISO 9001 QMS Implementation

### ADMINISTRATIVE DETAILS

Dates : **July 9 - 10, 2018**  
Time : 9.00 am – 5.00 pm  
Venue : **Shah Alam Convention Centre**  
No. 4 Jalan Perbadanan 14/9  
40000 Shah Alam, Selangor Darul Ehsan  
Fees : FMM Members – RM 1,200 per participant  
  
Non Members – RM1,500 per participant

*(Fees include course materials, Certificate of Attendance, lunch and refreshments)*

**\* Enjoy 10% for registration of two (2) and 20% discount for registration of three (3) or more participants from the same organisation and of the same billing source.**

For further enquiries, please contact:

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Visit us at: [www.fmm.edu.my](http://www.fmm.edu.my)

### OBJECTIVES

- ◆ Explain the ISO 9001:2015 QMS Standard requirements
- ◆ Describe ISO 9001 QMS certification and maintenance process
- ◆ Prepare ISO 9001 QMS audit checklist
- ◆ Conduct QMS Internal audit
- ◆ Prepare QMS Internal audit report

### CONTENTS

- ◆ Process Approach to QMS
- ◆ Benefits of ISO 9001:2015
- ◆ Main Changes from 2008 Version
- ◆ Understanding QMS Requirements
- ◆ ISO 9001 Registration and Audit Process
- ◆ ISO 9001 Internal Audit Process
- ◆ Internal Auditor Responsibilities
- ◆ Auditing and Questioning Skills
- ◆ Checklist Development
- ◆ Conducting Process Audits
- ◆ Reporting Audit Findings
- ◆ Verifying Corrective Action
- ◆ Practical: Conduct Internal Audit
- ◆ Your Role in ISO 9001 Implementation

Registration is on a first-come first-served basis. Cheques made in favour of the "FMM Institute" should be forwarded one week before the commencement of the programme. Completed registration form, that is faxed, mailed or e-mailed to FMM Institute, would be deemed as confirmed.

All cancellations must be made in writing. There will be no charge for cancellation received 14 or more working days before the start of the programme. Cancellation received 7 – 14 working days before the start of the programme is subject to a cancellation fee of 50% of the course fees. Cancellation received 6 working days and below before the start of the programme is subject to a cancellation fee of 100% of the course fees. If the participant fails to attend the programme, the full course fees are payable. However, replacement can be accepted at no additional cost.

The FMM Institute reserves the right to change the facilitator, reschedule or cancel the programme and all efforts will be taken to inform participants of the changes. Should the programme be cancelled or postponed, FMM Institute is not responsible for covering airfare, hotel or other travel costs incurred by the participants.

**IN-HOUSE TRAINING AVAILABLE**

# REGISTRATION FORM

## ISO 9001:2015 Quality Management System Internal Auditor Training

**July 23 - 24, 2018 (Monday-Tuesday) Shah Alam Convention Centre**

**The Assistant Manager**

**FMM Institute**

Tel: 03-62867200

Fax: 03-62776712

GST Registration No.001764515840

Please tick (✓) accordingly:

PSMB Scheme:  SBL  Non Contributor

Require vegetarian meal:  Yes  No

Dear Sir/Madam,

Please register the following participant(s) for the above programme:

(To be completed in **BLOCK LETTERS**)

1. Name	Designation	E-mail
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Nationality

IC No.

2. Name	Designation	E-mail
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Nationality

IC No.

3. Name	Designation	E-mail
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Nationality

IC No.

(If space is insufficient, please attach a separate list)

Enclosed cheque/bank draft No. \_\_\_\_\_ for RM \_\_\_\_\_

being payment for \_\_\_\_\_ participant(s) made in favour of the "FMM Institute".

Submitted by:

Name: \_\_\_\_\_

Designation: \_\_\_\_\_ E-mail: \_\_\_\_\_

Company: \_\_\_\_\_ FMM Membership No.: \_\_\_\_\_

Address: \_\_\_\_\_

Tel No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ Date: \_\_\_\_\_

My Corporate Identity No.: \_\_\_\_\_ GST Registration No.: \_\_\_\_\_