

# AS/EN/JISQ 9120 (Rev:B) Internal Auditor

# Training course



### Essential information about the course

The aerospace quality management standard, AS/EN/JISQ 9120, has been developed specifically for aerospace distribution and stockist organizations.

An ineffective audit can mean severe consequences; resulting in process failure, customer dissatisfaction and regulatory noncompliance. This course is specifically designed to optimize your auditing skills for aerospace stockist and distribution organisations and boost your internal audit capabilities. Gain confidence in planning and performing an effective audit; as well as reporting and assessing corrective action where necessary.

This course develops the necessary skills to assess and report on the conformance, and implementation of processes, based on AS/EN/JISQ 9120 (Rev:B). You'll learn how to initiate an audit, prepare and conduct audit activities, compile and distribute audit reports and complete follow-up activities.

### Our course agenda:

<ul> <li>Day 1:</li> <li>Aerospace quality management system AS/EN/JISQ 9120 <ul> <li>Intended outcomes</li> <li>Components overview</li> <li>Internal audit requirement</li> </ul> </li> <li>Guidelines for auditing management systems ISO 19011 <ul> <li>Terms and definitions (auditing)</li> <li>What is an audit?</li> <li>Plan, Execute, Report, Close-out (systematic)</li> <li>Process approach/process for auditing</li> <li>Audit criteria/evidence</li> <li>Audit programme</li> <li>Parameters - Audit scope, objectives and criteria</li> <li>Conducting an audit - Typical audit activities</li> <li>Audit responsibilities/characteristics</li> </ul> </li> <li>Aerospace auditing techniques <ul> <li>AS/EN/SJAC 9101 (Rev:F)</li> <li>Process approach auditing – Effectiveness (PEAR)</li> </ul> </li> </ul>	<ul> <li>Planning the audit         <ul> <li>Planning audits</li> <li>Initiating the audit</li> <li>Document review</li> <li>Sampling</li> <li>Audit plans and summary sheet</li> <li>Audit work documents</li> </ul> </li> <li>Execute the audit         <ul> <li>Opening meeting</li> <li>Communications, attributes and question types</li> <li>Collecting, verifying and evaluating information</li> <li>Note taking</li> </ul> </li> <li>Day 2:         <ul> <li>Execute the audit [continued]</li> <li>Categorization of audit findings</li> <li>Documenting nonconformities</li> <li>Further audit trails/vertical audit</li> <li>Preparing audit conclusions and closing meeting</li> </ul> </li> <li>Report an audit         <ul> <li>Typical audit report contents</li> <li>Audit close-out</li> </ul> </li> </ul>
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Upon successful completion of your course, you'll receive an internationally recognized BSI certificate.

## Make sure the course is right for you

#### Who is this course for?

Anyone involved in the auditing, maintaining or supervising of a 9120 AQMS.

<ul> <li>What will I learn?</li> <li>Delegates will have the knowledge to:</li> <li>Explain the guidelines of management system auditing according to ISO 19011:2018</li> <li>Explain the applicable guideline elements of AS/EN/SJAC 9101; namely the process effectiveness assessment report (PEAR)</li> <li>Describe the application of these guidelines to auditing AS/EN/JISQ 9120</li> </ul>	<ul> <li>What are the benefits?</li> <li>This course will help you:</li> <li>Prepare, conduct and follow-up on AS/EN/JISQ 9120 audit activities</li> <li>Identify and apply the benefits and requirements of a AS/EN/JISQ 9120 audit</li> <li>Gain the skills to assess an organization's capability to manage its AQMS</li> <li>Write factual audit reports and suggest corrective actions</li> </ul>
<ul> <li>Delegates will have the skills to:</li> <li>Initiate the audit</li> <li>Prepare audit activities</li> <li>Conduct audit activities using the aerospace approach</li> <li>Prepare and distribute the audit report</li> <li>Complete the audit</li> <li>Audit follow-up</li> </ul>	

**Prerequisites** - you are expected to have the following prior knowledge:

You should have a good knowledge of the requirements of AS/EN/JISQ 9120 (Rev:B), and the key principles of an AQMS. If not, we strongly recommend you attend our AS/EN/JISQ 9120 (Rev:B) Requirements course.

### Why invest in training from BSI?

We want to make sure you have the best learning experience possible. That's why we offer a range of training courses from beginner to expert. We create a positive learning environment so you retain the knowledge and acquire the skills that will continue to be of use beyond the course.

When you attend a BSI training course, our tutors are the best in the business. They're truly passionate about sharing their knowledge and ensuring you learn. Trusted experts with years of hands-on and business experience, they bring the subject matter to life with relevant and contemporary examples to enhance your learning.

Training delivered at your site could be a convenient and cost-effective option, especially if you have multiple delegates. Talk to one of our experts to find out more.

### Next steps with the BSI Academy

#### Want to learn more?

You may also be interested in attending our AS/EN/JISQ 9120 (Rev:B) Implementing course, AS/EN/JISQ 9110 Lead Auditor course, or QMS Deep Dive courses.



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