

# AS/EN 9100:2016 INTERNAL AUDIT TRAINING 25<sup>TH</sup> & 26<sup>TH</sup> NOVEMBER 2019

## **Objectives**

To provide delegates with:

- basic understanding of auditing protocols and the audit process based on the AS9101 & ISO 19011 guidelines for auditing management systems
- the competency necessary to conduct an risk-based, process approach audit of an AS/EN9100:2016 ASD Quality Management System.
- practical knowledge and skills necessary to plan, conduct and report an internal audit

## For Whom

Selected internal auditors for the company's AS/EN 9100:2016 ASD Quality Management System.

## **Topics Covered**

- Introduction to ASD Quality Management System to understand the system requirements
- Introduction to Auditing to understand the audit process and terminology
- Audit Planning to understand how to establish audit plan and checklists
- Conducting Audit to understand how to audit the process, risk and performance of a quality management system and collect audit evidences relevant to the standard
- Audit Reporting to understand how to write up the audit findings
- Audit Follow-Up to ensure effective closure of the audit findings

To ensure the effective implementation, maintenance and continual improvement of Aviation, Space & Defense (ASD) Quality Management System, the company must effectively carry out internal audit. This course is designed to expose participants to the application of AS9101 & ISO 19011 international standard in conducting effective ASD quality management system audit based on the latest AS/EN 9100:2016 requirements.

## ADNER MANAGEMENT SDN. BHD.

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Our training programmes are delivered through HRDF approved trainers. All of our training programs are claimable under HRDF SBL Scheme. (HRDF Registered Training Provider, MYCOID No.: 826055M)



REGISTRATION FORM         AS/EN 9100:2016 INTERNAL AUDIT         Date : 30 <sup>TH</sup> & 31 <sup>ST</sup> OCTOBER 2019         Venue: To Be Confirmed (Hotel in Subang Jaya, Selangor)         Limited seat.         First come first serve basis!         *Please email the registration form to <u>enquiries@adnermanagement.com</u> or fax to 03-78310027 before 31 <sup>st</sup> October 2019		
Company Name:		
Company Address:		
Contact Person :		
Tel No: H/P:	Fax No:	
Email (for sending invoice) :		
Please indicate the nature of your business:		
Manufacturer     Service Provider     Others (please specify)       Trading     Government /Authority		
Participant Name	Tel. No./ Hp No.	Email
No.           1.		
2.		
3.		
4.		
5.		
*Please use separate sheet to add more participants	Total seminar Fee	
<ul> <li>Course fee is RM 2,400 per participant</li> <li>Bayment shall be made before the cossion to Adner Management.</li> </ul>		
Payment shall be made before the session to Adner Management Sdn. Bhd. either by cheque, bank transfer or cash deposit		
[ <b>Account No. 8003258381</b> - CIMB Bank]	Total Amount Payable	

#### **Terms and Conditions**

Confirmation of reservation will be sent via email. Walk-in delegates will only be admitted on the basis of seat availability at the seminar and with immediate full payment. Fee paid shall not be refunded.

Adner Management Sdn. Bhd. reserves the right to amend or cancel the event due to circumstance beyond its control. In the event as such, Adner Management Sdn Bhd will provide an alternative arrangement to the delegates(s). Upon registration, you are deemed to have understood and agreed to the terms and conditions stated in this document.

#### Cancellation and Replacements Policy

Any cancellation must be received in writing within 7 working days prior to the event or else full payment will be imposed. A substitute delegate(s) is welcomed if substitution is received in writing before the event. Any no show by registered delegates will be liable for full payment of the event fee.