



ISO 9001:2015 LEAD AUDITOR TRAINING (QMS)

INTRODUCTION

This interactive course comprises lectures and workshops on the principles and practices of the internal auditing of an Organisation's Quality Management System. Prepare Lead Auditors/Auditors to gain the required skills to plan, conduct and report an audit of a quality management system effectively.

Participants shall understand/learn the requirements of ISO 9001:2015 and its clauses,

Learn Auditing skill, questioning skills, conduct audit trails and techniques to conduct an effective internal audit.

Shall involve the participants through workshop exercises, practical workshop audits and presenting the audit findings and reports.

OBJECTIVES

At the end of the programme, participants will be able to:

- Understand ISO 9001:2015 clause requirements
- Understand the principles, processes and techniques for effective auditing
- Understand process approach to auditing, audit trail, auditing skills and techniques to conduct an effective audit prior to certification.
- Gain knowledge on risks and opportunities associated with implementing a Quality Management System.
- Able to write audit reports and make decisive judgements
- Management of Internal Auditors and evaluation

ADMINISTRATIVE DETAILS

Date : March 11 - 12, 2026

Time : 9.00am – 5.00pm

Venue : FMM Selangor & Kuala Lumpur Branch

No 8A, Jalan Pensyarah U1/28, Hicom
Glenmarie Industrial Park, 40150 Shah Alam,
Selangor.

Fees : FMM Members – RM 1,350.00 per participant
Non-Members – RM 1,566.00 per participant
(inclusive of 8% service tax)

(Fees include course materials, Meal Voucher and
Certificate of Attendance)

*Meal voucher are given in lieu to Fasting Month

TRAINER PROFILE

Mr. Ramalu Appalasamy is currently advising, coaching and training various organizations in implementing ISO Management Systems- Eg ISO 9001, ISO 14001, ISO 45001, IATF 16949, ISO 13485, ISO 14971, ISO 22000 FSMS including Integrated Management System, Total Quality Management System, Strategic Management and Business Excellence Programs. Besides being a consultant and trainer Ramalu is a certified IRCA auditor in ISO 9001 QMS, ISO 14001 EMS, Lead Auditor in ISO 45001 as well as ISO 22000 FSMS. Certified Consultant in Quality, Environment, Safety & Health. 26 years in the Manufacturing Industry as a Senior Manager, 17 years in the Consultation & Implementation of the ISO Systems and Auditing. As a Professional freelance trainer, he also conducts the training for other training consultancy such as FMM KL, FMM Malacca, FMM Kuantan FMM Penang, JP Power Management Sdn Bhd and KSA Training and Consulting Sdn Bhd since year 2010 until present. He is equipped with the following qualifications and relevant working experiences in Bachelor in Business Administration (UK)-Management, AIAG VDA Failure Mode and Effect Analysis (July 2019), Lead Auditor 1st and 2nd party on IATF 169499 (2017), ISO 9001:2015 Foundation for Auditors (2017), Lead Auditor ISO 45001:2018 (2018), IRCA Certified ISO 14001:2015 Lead Auditor (2016), IRCA Certified ISO 9001:2015 Lead Auditor (2016), IRCA Certified ISO 9001:2008 Lead Auditor (2009), IRCA Certified OHSAS 18001:2007 Lead Auditor (2007), IRCA Certified ISO 9001:2000 Lead Auditor (2006), IRCA Certified ISO/TS 16949:2002 (2006), IRCA Certified ISO 14001:2004 Lead Auditor (2005) OHSAS 18001:1999 Auditor/Lead Auditor (2003), Malaysian Environmental Law (1997) and Occupational safety & Health Management (2003)

WHO SHOULD ATTEND

Line Leader, Technician, Supervisor, Executive and
Engineer

For further inquiries please contact:

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Visit us at: www.fmm.edu.my / www.fmm.org.my

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Day 1

Introduction

- Introduction to ISO 9001 : 2015

Section 4: Quality Management System

4.0 Context of the organization

- 4.1 Understand the organization and its context
- 4.2 Understanding the needs and expectations of interested parties
- 4.3 Determining the scope of the QMS
- 4.4 Quality Management system and its processes

Section 5: Leadership

- 5.1 Leadership and commitment

- 5.2 Quality Policy

- 5.3 Organizational roles, responsibility and authorities

Section 6: Planning for the QMS

- 6.1 Action to address risk and opportunities

- 6.2 Quality objectives and planning to achieve them

Section 7: Support

- 7.1 Resources

- 7.2 Competence

- 7.3 Awareness

- 7.4 Communication

- 7.5 Documented information

Section 6: Planning for the QMS

- 6.1 Action to address risk and opportunities

- 6.2 Quality objectives and planning to achieve them

Section 7: Support

- 7.1 Resources

- 7.2 Competence

- 7.3 Awareness

- 7.4 Communication

- 7.5 Documented information

Section 8: Operation

- 8.1 Operational planning and control

- 8.2 Determining of requirements for product and services

- 8.3 Design and development of products and services

- 8.4 Control of externally provided products and services

- 8.5 Production and service provision

- 8.5.1 Control of production and service provision

- 8.5.2 Identification and traceability

- 8.5.3 Property belonging to customers or external providers

- 8.5.4 Preservation

- 8.5.5 Post delivery activities

- 8.5.6 Control of changes

- 8.6 Release of products and services

Section 9: Performance evaluation

- 9.1 Monitoring, measurement, analysis and evaluation

- 9.2 Internal audit

- 9.3 Management review

Section 10: Improvement

- 10.1 General

- 10.2 Nonconformity and correction action

- 10.3 Continual improvement

Assessment Test : Evaluation Test

Day 2

Introduction to Auditing

- Importance of Audit
- Role and Purpose of Audit
- Types of Audit

Auditing Skills and Techniques

- Questioning Skills
- Auditing Techniques/Principles /Competency of Auditors
- Attributes of a Good Auditor
- Opening meeting & closing meetings
- Observation Notes/Reporting

Audit planning and scheduling

- Internal Audit Planning, Grouping and Scheduling
- Preparing Audit Checklist and Tools
- Management of Auditors
- Monitoring, follow up and evaluation of Auditors

Group Auditing Exercise

- Workshop Internal Audit Planning exercise

Audit Finding and Reporting

- Audit findings
- CAR's Issuing
- Summary Report of Finding
- Closing Meeting

Effective Audits

- Do's and Don'ts During Audit

Assessment

- Presentation of Findings by Lead Auditors
- Evaluation Test

Question & Answers

REGISTRATION FORM

ISO 9001:2015 LEAD AUDITOR TRAINING (QMS)

March 11 - 12, 2026 (Wednesday - Thursday) FMM SELANGOR & KUALA LUMPUR BRANCH

FMM Institute Selangor (SST No: W10-1901-32000105 | **COID: (475427W_SELANGOR)**)

Email: siti_nazihah@fmm.org.my/ azrini@fmm.org.my

Tel: 03-5569 2950/4471/4171

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

1. Name	Designation	Email
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Nationality	IC/Passport No.
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2. Name	Designation	Email
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Nationality	IC / Passport No.
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(If space is insufficient, please attach a separate list)

Disclaimer

Registration is on a first-come first-served basis. 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 programme fees. Cancellation received 6 working days and below before the start of the programme is subject to a cancellation fee of 100% of the programme fees. If the participant fails to attend the programme or less than 75% attendance, the full programme fees are payable. However, replacement can be accepted at no additional cost. The FMM Institute reserves the right to change the speaker, reschedule or cancel the programme and all efforts will be taken to inform participants of the changes.

We hereby confirm that (Please tick accordingly):

We will be claiming from HRD Corp and full payment would be made to FMM Institute in the event that no disbursement from HRD Corp under any circumstances.

We will NOT BE CLAIMING from HRD Corp. Payment will be made to account payee FMM Institute by cheque or bank transfer to Maybank Account No 5-62106-64719-2

Submitted by:

Name:	Designation:
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Email:	Company:
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FMM Membership No. :	My Corporate Identity No.:
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Company Address:

Tel No.:	Fax No.:	Date:
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