

1. Pre Requisites for Quality Management System (QMS) Auditors

1.1. Academic Qualifications

Applicants for certification have completed at least 16 years (Masters / bachelors) education. Documented evidence of the education claimed will be required along with 4 years full time work experience, out of which 2 years related to quality management system implementation or auditing etc.

As an alternate, applicants for certification who have completed MPhil will be required 3 years full time work experience, out of which 1 year related to quality management system implementation or auditing etc.

Applicants for certification who have completed PhD will be required 2 years full time work experience, out of which 1 year related to quality management system implementation or auditing etc.

Applicants for certification shall provide documentary evidence of work experience, this evidence may be presented in the form of employer references giving information on work actually carried out and positions held.

1 Training Requirements

Applicants for certification shall have completed relevant lead auditor IRCA UK registered training course (minimum 40 hours training course). The training shall cover the competence required for the auditor scheme in question.

3. Auditing Experience

Audits/Man days for Quality Management System Auditor:

The applicant for certification shall have acted as a member of an audit team/team leader or as sole auditor on at least 4 complete audits, the total duration of which shall be a minimum of 20 days including preparation and reporting with a minimum of not less than 8 days on site.

To be eligible for certification, all auditing experience shall have been gained in the last three years period prior to certification for a specific sector.

The experience shall comprise the entire audit process from preparation to reporting, in accordance with ISO 19011 & ISO/IEC 17021. This is referred to as a complete audit.

First party (internal audits), second party (audit of a supplier) and third party (audit by an independent organization) are acceptable audits.

Candidate will submit the audit log as evidence.

1.2 Exam Syllabus for Quality Management System (QMS) Auditors:

- a) Quality management system ISO-9001:2008
- b) Guidelines for auditing management systems ISO 19011:2012