



# PECB CERTIFIED ISO/TS 29001 LEAD AUDITOR

MASTERING THE AUDIT OF QUALITY MANAGEMENT SYSTEM OF PETROLEUM, PETROCHEMICAL AND NATURAL GAS INDUSTRIES, SECTOR-SPECIFIC FOR PRODUCT AND SERVICE SUPPLY ORGANIZATIONS BASED ON ISO/TS 29001, IN COMPLIANCE WITH THE REQUIREMENTS OF ISO 19011 AND ISO 17021

## SUMMARY

This five-day intensive course enables the participants to develop the necessary expertise to audit an organization in implementing and managing system of petroleum, petrochemical and natural gas industries, sector specific for product and service supply organizations based on ISO/TS 29001. During this training, the participant will acquire the necessary knowledge and skills to proficiently plan and perform internal and external audits in compliance with ISO 19011 and certification audits according to ISO 17021. Based on practical exercises, the participant will develop the skills (mastering audit techniques) and competencies (managing audit teams and audit program, communicating with customers, conflict resolution, etc.) necessary to efficiently conduct an audit.



## WHO SHOULD ATTEND?

- ▶ Internal auditors
- ▶ Auditors wanting to perform and lead Quality Management System (QMS) for Oil and Gas industry certification audits
- ▶ Project managers or consultants wanting to master the Quality Management System for Oil and Gas industry audit process
- ▶ Individuals responsible for the quality or conformity in Oil and Gas industry
- ▶ Members of quality team in Oil and Gas industry
- ▶ Expert advisors in Quality Management Systems
- ▶ Technical experts wanting to prepare for a quality audit function

## COURSE AGENDA

DURATION: 5 DAYS

### Introduction to Quality Management System of Petroleum, Petrochemical and Natural Gas Industries, Sector-Specific for Product and Service Supply Organizations as required by ISO/TS 29001

- ▶ Normative frameworks and methodologies related to Quality
- ▶ Fundamental principles of quality
- ▶ ISO/TS 29001 certification process
- ▶ Quality Management System (QMS)
- ▶ Detailed presentation of the clauses of ISO/TS 29001

### Planning and initiating an ISO/TS 29001 audit

- ▶ Fundamental audit concepts and principles
- ▶ Audit approach based on evidence
- ▶ Preparation of ISO/TS 29001 certification audit
- ▶ QMS documentation audit
- ▶ Conducting an opening meeting

### Conducting an ISO/TS 29001 audit

- ▶ Communication during the audit
- ▶ Audit procedures: observation, document review, interview, sampling techniques, technical verification, corroboration and evaluation
- ▶ Audit test plans
- ▶ Formulation of audit findings
- ▶ Documenting nonconformities

### Concluding and ensuring the follow-up of an ISO/TS 29001 audit

- ▶ Audit documentation
- ▶ Quality review
- ▶ Conducting a closing meeting and conclusion of ISO/TS 29001 audit
- ▶ Evaluation of corrective action plans
- ▶ ISO/TS 29001 surveillance audit
- ▶ ISO/TS 29001 internal audit management program

### Certification Exam



## LEARNING OBJECTIVES

- ▶ To acquire expertise to perform ISO/TS 29001 internal audit following ISO 19011 guidelines
- ▶ To acquire the expertise to perform ISO/TS 29001 certification audit following ISO 19011 guidelines and ISO 17021 specifications
- ▶ To acquire the expertise necessary to manage QMS audit team in Oil and Gas industry
- ▶ To understand the operation of ISO/TS 29001 conformant Quality Management System
- ▶ To understand the relationship between Quality Management System and compliance with the requirements of different stakeholders of the organization
- ▶ To improve the ability to analyze the internal and external environment of an organization, and audit decision-making in the context of QMS of Oil and Gas industry

## EXAMINATION

The “PECB Certified ISO/TS 29001 Lead Auditor” exam fully meets the requirements of the PECB Examination and Certification Program (ECP). The exam covers the following competence domains:

### 1 Domain 1: Fundamental principles and concepts in Quality Management

Main Objective: To ensure that the ISO/TS 29001 Lead Auditor candidate can understand, interpret and illustrate the main Quality Management concepts related to a petroleum, petrochemical and natural gas industries quality management systems (OGQMS)

### 2 Domain 2: Petroleum, petrochemical and natural gas industries quality management systems (OGQMS)

Main Objective: To ensure that the ISO/TS 29001 Lead Auditor candidate can understand, interpret and illustrate the main concepts and components of a petroleum, petrochemical and natural gas industries quality management systems based on ISO/TS 29001

### 3 Domain 3: Fundamental audit concepts and principles

Main Objective: To ensure that the ISO/TS 29001 Lead Auditor candidate can understand, interpret and illustrate the main Quality Management concepts related to a petroleum, petrochemical and natural gas industries quality management systems (OGQMS)

### 4 Domain 4: Preparation of an ISO/TS 29001 audit

Main Objective: To ensure that the ISO 29001 Lead Auditor candidate can prepare appropriately an OGQMS audit in the context of ISO 29001

### 5 Domain 5: Conduct of an ISO/TS 29001 audit

Main Objective: To ensure that the ISO 29001 Lead Auditor candidate can conduct efficiently an OGQMS audit in the context of ISO/TS 29001

### 6 Domain 6: Conclusion and follow-up of an ISO/TS 29001 audit

Main Objective: To ensure that the ISO/TS 29001 Lead Auditor candidate can conclude an OGQMS audit and conduct follow-up activities in the context of ISO/TS 29001

### 7 Domain 7: Management of an ISO/TS 29001 audit program

Main Objective: To ensure that the ISO/TS 29001 Lead Auditor understands how to establish and manage an OGQMS audit program

- ▶ The “PECB Certified ISO/TS 29001 Lead Auditor” exam is available in different languages, such as English, French, Spanish and Portuguese
- ▶ Duration: 3 hours
- ▶ For more information about the exam, please visit: [www.pecb.com](http://www.pecb.com)





## CERTIFICATION

- ▶ After successfully completing the exam, participants can apply for the credentials of PECB Certified ISO/TS 29001 Provisional Auditor, PECB Certified ISO/TS 29001 Auditor or PECB Certified ISO/TS 29001 Lead Auditor depending on their level of experience. Those credentials are available for internal and external auditors
- ▶ A certificate will be issued to participants who successfully pass the exam and comply with all the other requirements related to the selected credential:

Credential	Exam	Professional Experience	OGQMS Audit Experience	OGQMS Project Experience	Other Requirements
<b>PECB ISO/TS 29001 Provisional Auditor</b>	ISO/TS 29001 Lead Auditor Exam	None	None	None	Signing the PECB code of ethics
<b>PECB ISO/TS 29001 Auditor</b>	ISO/TS 29001 Lead Auditor Exam	<b>Two years</b> One year of Oil and Gas Quality Management work experience	Audit activities totaling 200 hours	None	Signing the PECB code of ethics
<b>PECB ISO/TS 29001 Lead Auditor</b>	ISO/TS 29001 Lead Auditor Exam	<b>Five years</b> Two years of Oil and Gas Quality Management work experience	Audit activities totaling 300 hours	None	Signing the PECB code of ethics

## GENERAL INFORMATION

- ▶ Certification fees are included in the exam price
- ▶ Participant manual contains over 450 pages of information and practical examples
- ▶ A participation certificate of 31 CPD (Continuing Professional Development) credits will be issued to the participants