



*Auditing Oil & Gas Industry Quality Management  
Systems*

*Manama (Bahrain) - Fraser Suites Seef Bahrain*

*01-09-2024*

# Auditing Oil & Gas Industry Quality Management Systems

Course code: AG4 From: 01-09-2024 Venue: Manama (Bahrain) - Fraser Suites Seef Bahrain Course Fees: 3300 £

## Introduction

This Management Systems Auditor training seminar will provide attendees with a comprehensive understanding of the International ISO management system types for quality (ISO 9001:2015), the environment (ISO 14001:2015), and professional health and safety (ISO 45001:2018).

Attendees will gain a thorough understanding of how to audit both supplier companies and their own businesses. The importance of the results of auditing will be a center for delegates to assist their organizations in delivering upgraded performance in their businesses in the three given fields of quality, environment, and health and safety, leading to increased profitability.

This Management Systems Auditor training course is designed to include all course delegates with a large number of team training exercises.

## This training course will highlight:

- Conclusion of the latest versions of ISO 9001, ISO 14001, and ISO 45001
- Audit outlining
- Audit performance to converge on business risk zones
- Audit recording focusing on joined value to delegates' businesses
- Organizational development techniques

## Course Objectives of Auditing Oil & Gas Industry Quality Management System

This training course is intended to provide delegates with the skill to:

- Know all ISO 9001, ISO 14001, and ISO 45001 conditions and sub-clauses
- Be ready to explain to co-workers any detail of ISO 9001, ISO 14001, and ISO 45001
- Plan, conduct, and report management system audits
- Be a driving efficiency in an organization's growth processes
- Audit supplier companies to inform of repair
- Plan and perform added value management system audits concentrating on growth

## Course Methodology of Auditing Oil & Gas Industry Quality Management Systems

This Management Systems Auditor training course is based on the thought of accelerated training. This suggests that there will be course lectures with delegates encouraged to take part in discussions and sharing their experience developed by team exercises to examine and consolidate delegates' conclusions of the presented materials.

## Organizational Impact of Auditing Oil & Gas Industry Quality Management Systems

The organization will increase the precise experience of how to develop:

- Operational performance
- Environmental performance
- Health and safety performance

## Personal Impact of Auditing Oil & Gas Industry Quality Management Systems

Participants will increase their knowledge of and performance abilities as follows:

- Knowing good management exercises in quality, environment, and health and safety
- Passing on best training awareness to staff they assemble during audits
- Documenting and performing management considerations and concerns in a concise manner so that development can be ascertained
- Recommending their organization in development in quality, environment and health and safety
- Recommending supplier companies in improvement in quality, environment, and health and safety
- Gaining experience in parts of their company that they would not normally see, thus giving themselves greater adaptability to take on engagements in a wider range of departments

## Target Audience of Auditing Oil & Gas Industry Quality Management Systems

This training course is fit for a wide limit of professionals but will considerably profit:

- Senior Managers keen to see how to initiate improvement and increased profitability in operations and improvement in environment and health and safety
- Operations Managers needing to gain an understanding of enhanced control and departmental improvements
- Younger professionals wishing to gain a detailed knowledge of ALL areas of their organization and the potential for improvement (auditing will take them to departments and activities which they would not normally see)
- Quality, Environmental Health, and Safety Managers wishing to enhance their knowledge of how to better manage their specialty staff and departments
- Junior quality, environmental, and health and safety staff need to gain a better understanding of the principles and detail of management system standards and the beneficial impact these can have on an organization
- Purchasing Managers who need to assess suppliers for consistency and good performance (by auditing)
- All staff required in getting third-party certification auditors

## Course Outlines of Auditing Oil & Gas Industry Quality Management Systems

### DAY 1

#### Quality Management System (QMS) Audit

- ISO 29001:2010 and 9001:2015 QMS International Standards
- Review of 29001 Clauses 4-8 and 9001 Clause 9 Internal Audit Requirements
- Quality System Requirements
- Models and Levels of QMS Internal Audits
- Documentation in the Quality Management System
- Tasks and Engagement of Auditors

### DAY 2

#### Audit Preparation and Setup

- Terminology and Definitions
- Audit Thoughts and Principles
- Planning and Conducting Effective Audits
- Producing Audit Program and Procedure
- Audit Phrases for Reference
- Interview and Note-taking Skills

## DAY 3

### Conducting an Internal Audit

- Internal Audit Process
- Production of Effective Audit Checklists
- Communications through Audit
- QMS Documentation Review
- Key Personnel Interviews
- Physical Site Observation

## DAY 4

### Preparing Audit Report

- Revision of Non-conformities and Observations
- Audit Findings and Conclusions
- Adaptation of the Internal Audit Report
- Corrective Action Plan
- Performance of Audit Report
- Monitoring and Close-out of Non-conformities

## DAY 5

### Review of Internal Audit Process & Assessment

- Evaluation of Internal Audit Process
- Evaluation of Internal Audit Reporting