



Training Course Information Form

Course Information

Course Name:	Internal Auditing for Quality Systems			
Institute/Centre:	Port Training Institute	Course Code:	M29	
Type:	<input checked="" type="checkbox"/> Program	<input type="checkbox"/> Course	<input type="checkbox"/> Workshop	
Course Duration:	<input checked="" type="checkbox"/> 5 Days	<input type="checkbox"/> 3 Days	<input type="checkbox"/> 1 Days	<input type="checkbox"/> Other
Course Conducted:	<input checked="" type="checkbox"/> Local	<input type="checkbox"/> International	Indicate: A.R.E	
Course Venue:	Anywhere			
Course Language:	<input type="checkbox"/> English	<input type="checkbox"/> Arabic	<input checked="" type="checkbox"/> Both	<input type="checkbox"/> Other

Course Description

Course Outlines:

1. The quality system documentation.
2. Internal audit of the quality and types.
3. Stages of review and the responsibilities of the Panel of the President
4. Management audit program and the preparation of the audit plan and lists of references and writing reports of non-conformity.
5. Practical exercises and scenarios.

Course Objectives:

- Preparation of internal auditors of quality systems of companies.

Course Includes:	<input checked="" type="checkbox"/> Theoretical	<input type="checkbox"/> Fire Training Module	<input type="checkbox"/> Laboratory
	<input type="checkbox"/> Workshop	<input type="checkbox"/> Site Visit	

Course Prerequisites: ISO 9001

Who Should Attend: All Departments

No. of Participants/Course: 5-10 10-15 15-20 Other

Qualifications of Participants:

- Average Minimum Education Certificates

No. of Lecturer: 1 2 5

No. of Assistance: 1 2 3

Course Facilities

- White Board V. Projector Data Show PC Manual
 Books Handouts Flip Charts S/W Other

Course Evaluation

- Written Examination Written Report(s) Oral Presentation Attendance
 Delegates Participation

Certificate Issue:

- Local Premises AASTMT International

Course Registration

- Admission and Registration

Department at the Port

Registration:

Training Institute

Online

Other

Beside Gate No. 27 - Outside

Customs Area, Alexandria Port

Documents Required:

Registration Form

ID/Passport Copy

Photo