



SOCIAL SYSTEMS LEAD AUDITOR TRAINING COURSE

COURSE DESCRIPTION

This course is certificated by the Chartered Quality Institute (CQI) and International Register of Certificated Auditors (IRCA). CQI/IRCA Course Certification Number, 17270 - PR 334.

The objective of this course is to equip learners with the knowledge and skills required to perform audits of an organisation's conformance with social responsibility specifications in accordance with ISO 19011.

COURSE CRITERIA

UPON COMPLETION OF THIS COURSE, LEARNERS WILL BE ABLE TO:

- Understand the potential range of social and ethical issues that face organisations and auditors, and the range of conventions, specifications, codes of conduct and other initiatives
- Explain the role of an auditor to plan, conduct, report and follow-up a social system audit in accordance with ISO 19011

- Plan, conduct, report and follow-up a social system audit in accordance with ISO 19011 and by interpreting the requirements of SA 8000.

Learners will need to demonstrate acceptable performance in these areas to complete the course successfully.

PRIOR KNOWLEDGE

Before starting this course, learners are expected to have the following prior knowledge:

- Knowledge of SA 8000.

COURSE CONTENT

VILT SESSION 1

- Background to social accountability
- Introduction to SA 8000 and relevant legislation
- Activities

VILT SESSION 2

- Accreditation, certification and auditor competence
- Planning the audit
- Activities

SGS ACADEMY

-  www.sgs.com/en/training-services
-  www.facebook.com/sgsglobalacademy
-  www.linkedin.com/showcase/sgsacademy
-  training@sgs.com

COURSE DURATION: 40 hours
DELIVERY METHODOLOGY: VILT
COURSE LANGUAGE: English
ACCREDITATION: CQI/IRCA

COURSE CERTIFICATION

Learners who pass both the examination and continuous assessment will be issued with a "Certificate of Achievement" that satisfies the formal training for an individual seeking certification as an CQI / IRCA auditor/lead auditor. The "Certificate of Achievement" is valid for a period of five years from the date of the last day of the course for the purpose of certifying as an auditor with the CQI / IRCA. Learners who do not pass the continuous assessment and have been in attendance for the full duration of the course will be issued with a "Certificate of Attendance".

Certified by:



VILT SESSION 3

- Preparing for an audit
- Conducting the audit (Audit stage 2) part 1
- Activities

VILT SESSION 4

- Conducting the audit (Audit stage 2) part 1- continued
- Conducting the audit (Audit stage 2) part 2
- Activities

VILT SESSION 5

- Interpretation of SA 8000: child and forced labour
- Activities

VILT SESSION 6

- Interpretation of SA 8000: health&safety
- Interpretation of SA 8000: freedom of association, discrimination and disciplinary practices
- Activities

VILT SESSION 7

- Interpretation of SA 8000: working hours and remuneration
- Management systems
- Activities

VILT SESSION 8

- Audit review
- Audit reporting and follow-up
- Activities

VILT SESSION 9

- Documenting audit findings
- Activities

VILT SESSION 10

- Activities
- Feedback

VILT SESSION 11

- Activities
- Case study

VILT SESSION 12

- Case study - continued
- Examination revision

1 DAY FACE TO FACE (CLASSROOM BASED WITHIN 180 DAYS OF COURSE START DATE)

- Morning content refresher
- Afternoon final examination