

# ISO 17020 LEAD AUDITOR CERTIFICATION

As per International Standards



UNICHROME

# Unichrone Training **Advantages**

- ✓ 4 Day Interactive Instructor –led Online/Classroom or Group Training
- ✓ Course study materials designed by subject matter experts
- ✓ Mock Tests to prepare in a best way
- ✓ Highly qualified, expert & accredited trainers with vast experience
- ✓ Enrich with Industry best practices and case studies and present trends
- ✓ ISO 17020 Lead Auditor course adhered with International Standards
- ✓ End-to-end support via phone, mail, and chat
- ✓ Convenient Weekday/Weekend ISO 17020 Lead Auditor Training Course schedule



# About Unichrone

✓ We are a professional training institute with an extensive portfolio of professional certification courses. Our training programs are meant for those who want to expand their horizons by acquiring professional certifications across the spectrum. We train small- and medium-sized organizations all around the world, including in USA, Canada, Australia, UK, Ireland and Germany.



Guaranteed Quality



Handpicked Trainers



Global Presence



Online Training Option

## We've trained professionals across global companies



## Importance of ISO 17020 Lead Auditor Certification Training

- ✓ Adhering to ISO 17020 Standard assures customers that inspection bodies operate competently, impartially, and under established guidelines. This conformity assessment includes requirements for various entities engaged in inspections, surveys, and risk assessments. Lead auditors play a crucial role in ensuring compliance with ISO 17020 Standard. Therefore, possessing an **ISO 17020 Lead Auditor Certificate** verifies candidates' auditing proficiency.
- ✓ ISO 17020 Lead Auditor Training facilitates gaining a thorough understanding of the auditing procedure to conduct inspections. It imparts expertise in evaluating conformity with ISO 17020 Standard and promotes ongoing development in inspection procedures. Additionally, it gives familiarity with ISO 17020 requirements clauses and subclauses. Participants in **ISO 17020 Auditor Training** gain leadership skills. The training program prepares candidates to conduct audits effectively by covering topics on planning, conducting, reporting, and follow-up on an audit. It further includes the types of auditing, questioning techniques, and preparing and maintaining lead audit records.

## ELIGIBILITY CRITERIA

- ✓ Aspirants need not meet any requirements to pursue ISO 17020 Lead Auditor Training Course. However, having prior knowledge of the ISO standard is beneficial.

## WHO SHOULD ATTEND

- ✓ Any professional who wants to advance his/her career in Management System Operations can take up ISO 17020 Lead Auditor Course.

# ISO 17020 LEAD AUDITOR CERTIFICATION ADVANTAGES



CERTIFIES  
YOUR TALENT



HELPS  
BUILDING  
VALUES



GLOBAL  
RECOGNITION



PERFECT  
EXECUTION



BUILDS  
CUSTOMER  
LOYALTY



MORE  
EMPLOYABILITY  
OPTIONS

# Syllabus of ISO 17020 Lead Auditor Certification Training

## Lesson 01 – Introduction to ISO 17020

1.	Scope
2.	Normative References
3.	Terms and Definitions

## Lesson 02 – Inspection Bodies

1.	What is Inspection?
2.	Introduction to Inspection Bodies
3.	Goals and Requirements of Inspection Bodies
4.	Inspection According to ISO
5.	Important Functions of Inspection
6.	Types of Inspection Bodies
7.	Inspection Body Accreditation

# Syllabus of ISO 17020 Lead Auditor Certification Training

## Lesson 03 – Inspection Procedure

1.	Select and Prepare
2.	Conduct Intelligence Led Inspection
3.	Report, Record, Follow Up, Close Out, and Evaluate

## Lesson 04 – Quality Management and Improvement Overview

1.	What is Quality Management?
2.	Introduction to Quality Improvement
3.	Basics of Quality Improvement
4.	Quality Improvement Process
5.	Methods of Quality Improvement Management
6.	Benefits of Improving Quality



# Syllabus of ISO 17020 Lead Auditor Certification Training

## Lesson 05 – General Requirements

1.	Impartiality and Independence
2.	Confidentiality

## Lesson 06 – Structural Requirements

1.	Administrative Requirements
2.	Organisation and Management

# Syllabus of ISO 17020 Lead Auditor Certification Training

## Lesson 07 – Resource Requirements

1.	Personnel
2.	Facilities and Equipment
3.	Subcontracting

## Lesson 08 – Plan-Do-Check-Act

1.	PDCA Cycle
2.	PDCA Approach
3.	Planning
4.	Support
5.	Operation
6.	Performance Analysis
7.	Improvement

# Syllabus of ISO 17020 Lead Auditor Certification Training

## Lesson 09 – Planning Individual Internal Audits

1.	Internal Audit Approach
2.	Risk Assurance Mapping
3.	Audit Plan
4.	Research the Audit Area
5.	Conduct Process Walk-Throughs
6.	Map Risks to the Organisation, Process, or Function
7.	Obtain Data Prior to Fieldwork

## Lesson 10 – Audit Procedure

1.	Considerations During the Auditing Process
2.	Auditing Methods
3.	Requirements for Auditors
4.	Conformity Assessment Audit Procedure
5.	Conducting the Audit

# Syllabus of ISO 17020 Lead Auditor Certification Training

## Lesson 11 – Auditing Roles and Principles

1.	Auditing Roles
2.	Audit Team
3.	Maintaining Confidentiality
4.	Independence
5.	Evidence-Based Approach
6.	Integrity
7.	Fair Presentation of Audit Reports

## Lesson 12 – Skills and Competencies of an Internal Auditor

1.	Personal Attributes
2.	Skills
3.	Education and Experience
4.	Knowledge

# Syllabus of ISO 17020 Lead Auditor Certification Training

## Lesson 13 – Responsibilities of the Auditor

- |    |   |
|----|---|
| 1. | Management of Personnel                     |
| 2. | Preparing Checklist                         |
| 3. | Scope of Work                               |
| 4. | Managing an Audit Programme                 |
| 5. | Communication at All Levels of Organisation |

## Lesson 14 – Conducting the Internal Audit and Handling the Interview Process

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|----|--|
| 1. | Decide What You Want to Achieve                        |
| 2. | Identify Risks   |
| 3. | Plan and Audit Activities                              |
| 4. | Validate the Facts and Complete the Work               |
| 5. | Develop a Deliverable or Report That will Drive Action |
| 6. | Follow Up  |

# Syllabus of ISO 17020 Lead Auditor Certification Training

## Lesson 15 – Audit Programme

1. Reviewing and Improving Audit Programme

## Lesson 16 – Closing an ISO 17020 Audit

1. Prepare Audit Report
2. Distribute Audit Report
3. Conduct Audit Follow-Up

# Syllabus of ISO 17020 Lead Auditor Certification Training

## Lesson 17 – Managing an ISO 17020 Audit Programme

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|----|----------------------------------|
| 1. | Know What and When to Audit      |
| 2. | Create an Audit Schedule         |
| 3. | Pre-Planning the Scheduled Audit |
| 4. | Conducting the Audit             |
| 5. | Record the Findings              |
| 6. | Report Findings                  |

## Exam Format of ISO 17020 Lead Auditor Certification

Examination Format	
<b>Exam Name</b>	<b>ISO 17020 Lead Auditor Exam</b>
Exam Format	Multiple Choice, Subjective
Total Questions & Duration	20 Questions, 2 Hours
Passing Score	Minimum passing score of 70%
Exam Cost	Included in training fee

To get you fully prepared with the knowledge and skills for the ISO 17020 Lead Auditor, a training session at Unichrone gives immense importance to mock questions at the end of every module and problem-solving exercises within the session. Prepared by certified ISO faculty, the practice tests are a true simulation of the ISO 17020 Lead Auditor Exam.



# Contact Us

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<https://unichrone.com/>

