



ISO 31000:2018 Risk Management Lead Auditor



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Introduction:

ISO 31000 standard has been revised and updated to ISO 31000:2018 Risk management standard which provides the key principles, framework and a process for risk management. Risks appear in any type of company and need to be managed in order to improve their operational efficiency, stability, professional reputation and reduce losses.

This course is designed for those who wish to gain an understanding of ISO 31000:2018 requirements and lead auditing techniques.

Targeted Groups:

- Risk Managers
- Risk professionals
- Management system professionals
- ISO Consultants
- Those involved in the implementation, maintenance and supervision of ISO 31000:2018 risk management processes

Course Objectives:

At the end of this course the participants will be able to:

- Understand the key requirements, terms and definitions of ISO 31000:2018 and its structure
- Learn the importance and benefits of an ISO 31000:2018 RMS
- Identify opportunities and threats within your organization
- Apply methods and tools to manage risk related to your management systems.
- Learn the interactions between risk management principles, framework and process
- Explain the role of an auditor to plan, conduct, report and follow up a risk audit
- Establish and plan the activities of an audit team
- Communicate effectively with the auditee and audit client
- Organise and direct audit team members
- Prepare and complete the audit report
- Use remote auditing methods

Course Content:

Part A ISO 31000:2018 Requirements

Overview - About Risk Management

- Why use ISO 31000:2018?
- ISO 31000:2018 vs ISO 31000:2009
- ISO 31000:2018 Benefits
- ISO 31000:2018 Structure

Clauses of the Standard - Clauses 0-4

- Introduction
- Scope
- Normative references
- Terms and definitions
- Principles

Clause 5 - Risk Management Framework

- General
- Leadership and Commitment
- Integration
- Design
- Implementation
- Evaluation
- Improvement

Clause 6 - Risk Management Process

- General
- Communication and consultation
- Scope, context and criteria
- Risk assessment
- Risk treatment
- Monitoring and review
- Recording and reporting

Part B: ISO 31000:2018 Lead Auditor Techniques

The Audit

- What is an audit?
- Why Audit?
- Audit Types

Audit Steps

- Audit Plan
- Developing Checklists
- Opening Meeting
- Conducting the Audit
- Closing Meeting
- Audit Report
- Audit Follow-up Activities

Audit Program

- Establishing the Audit program objectives
- Identifying and evaluating audit program risks and opportunities
- Process flow for the management of an audit program

- Managing an audit program
- Audit program Implementation
- Process of collecting and verifying information
- Monitoring audit program
- Improving audit

Accreditation & Certification

- Accreditation & Certification Bodies
- Certification Process

Auditor's Performance

- Auditor's Quality
- The Auditors conduct
- Auditor's Code Conduct
- Auditor Characteristics
- Auditor's personal behavior
- Auditee's conduct
- Selecting the audit team members
- Skills of audit team leaders
- How to evaluate an Auditor
- Maintaining and improving auditor competence

Psychological factors during an audit

- Attitudes and relationships
- Obstacles & communication
- Space & Time issues
- Body language
- Cultural factors
- Principles of Listening
- Questions & questioning

Audit tips & techniques

- Tips to trained auditor
- Question Technique
- Competence of the audit program manager