ISO 22000:2018 Internal and Supplier Auditing
Duration: 2 Days

Overview: The "ISO 22000:2018 Internal and Supplier Auditing" course provides participants with the skills and knowledge required to conduct effective internal and supplier audits within the framework of ISO 22000:2018. This course covers the principles of auditing, including planning, conducting, reporting, and follow-up of audits. Participants will learn how to assess compliance with ISO 22000:2018 standards, identify non-conformities, and drive continuous improvement in food safety management systems. The course also focuses on auditing supplier performance to ensure compliance with food safety requirements and industry standards.

Course Objectives (Expected Outcomes): By the end of this course, participants will be able to:

- Understand the principles and requirements of ISO 22000:2018 relevant to internal and supplier auditing.
- Develop an effective audit plan and checklist based on ISO 22000:2018 requirements.
- Conduct internal audits to assess compliance with ISO 22000:2018 and identify areas for improvement.
- Perform supplier audits to evaluate compliance with food safety standards and contractual requirements.
- Prepare comprehensive audit reports and follow-up on corrective actions.
- Utilize audit findings to enhance the effectiveness of the food safety management system and supplier performance.

Course Content:

1. **Introduction to ISO 22000:2018 and Auditing:**
   o Overview of ISO 22000:2018 Food Safety Management System
   o Key principles and requirements of ISO 22000:2018
   o Role and importance of internal and supplier auditing in food safety
   o Audit terminology and types of audits
2. **Planning and Preparing for Audits:**
   o Developing an audit plan and audit checklist based on ISO 22000:2018
   o Defining audit scope, objectives, and criteria
   o Selecting and training audit team members
   o Gathering and reviewing relevant documentation
3. **Conducting Internal Audits:**
   o Techniques for conducting effective internal audits
   o Interviewing staff and observing processes
   o Identifying non-conformities and areas for improvement
   o Documenting audit findings and evidence

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4. **Conducting Supplier Audits:**
   - Assessing supplier compliance with ISO 22000:2018 and contractual requirements
   - Evaluating supplier processes, controls, and performance
   - Addressing non-conformities and supplier performance issues
   - Building effective relationships with suppliers to enhance food safety
5. **Reporting and Follow-Up:**
   - Preparing comprehensive audit reports with clear findings and recommendations
   - Communicating audit results to management and stakeholders
   - Developing corrective action plans and tracking implementation
   - Evaluating the effectiveness of corrective actions and follow-up audits
6. **Driving Continuous Improvement:**
   - Utilizing audit findings to drive improvements in the food safety management system
   - Integrating audit results into the organization's quality management processes
   - Best practices for maintaining and enhancing food safety standards
7. **Practical Exercises and Case Studies:**
   - Hands-on practice with audit scenarios and case studies
   - Role-playing to develop auditing skills and techniques
   - Analyzing real-life audit reports and corrective action plans

Who Should Attend? This course is ideal for:

- Internal auditors and audit team leaders responsible for conducting audits within their organization.
- Quality assurance and food safety professionals involved in auditing and compliance.
- Supplier managers and procurement staff engaged in evaluating and monitoring supplier performance.
- Food safety managers and coordinators overseeing the implementation and maintenance of ISO 22000:2018.
- Consultants and auditors who provide third-party auditing services.

Assessment: Participants will be assessed through practical exercises, case studies, and a final examination. Upon successful completion, participants will receive a certificate of completion, demonstrating their proficiency in ISO 22000:2018 internal and supplier auditing.

Entry Requirements: Participants should have a basic understanding of ISO 22000:2018 and food safety management systems. Prior experience in auditing or food safety is beneficial but not mandatory.

Duration of the Course: 16 hours (2 days)

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Progression: Upon successful completion of this course, participants may choose to advance to further training in:

- ISO 22000:2018 Lead Auditor Training
- Advanced Food Safety Management System Strategies
- Supplier Quality Management and Auditing

Training Options:

- **Online:** Live virtual sessions offering flexibility and interactive learning from any location.
- **Onsite:** Customized training at your facility, tailored to your organization's specific needs.
- **Off-site:** Training held at an external venue, providing an immersive learning environment.
- **In-Person:** Face-to-face sessions with experienced instructors, offering practical guidance and hands-on experience.

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