

AUDITOR SKILLS & NON-CONFORMITY HANDLING

Course aim and objectives: This course provides knowledge for defining and explaining to participants the auditor's fundamental skills for performing and completing verifications. Whether first, second or third-party audits carried out, the auditing process is practically the same as well as the methodology for determining and handling finding(s) which are raised to non-conformity. Extensive review is made with reference to specific audit criteria and applicable standards including the required stages for performing and completing an audit. The required baseline qualifications for conducting an audit are identified including the standards for certification and ongoing accreditation of auditors

Course main elements:

- Skills and role of the qualified auditor
- Risk related audit issues
- Determining the audit criteria and selecting the auditing team
- Preparation and development of an audit program based on audit criteria
- Stages of the audit process
- Planning, conducting, reporting and follow up verification
- Audit investigation and communication techniques
- Determining and raising corrective action requests to a non-conformity
- Determining the root cause and actions required for eliminating root cause
- Follow up verification process and closing out a non-conformity
- Actions required for completing the audit process
- Practical workshops and final examination

Course participation: The course is open to shipping company DPAs, safety, quality managers, superintendents, office staff with auditing responsibilities as well as to maritime professionals who wish to practice as qualified auditors

Course duration: 2 days This training is provided with real time instruction through zoom platform in two pre-scheduled interactive learning sessions

Course Schedule: 10:00 - 17:00 hours

Registration: Please complete the course registration form or contact Mrs. Angie Panagiotarakou email: training@dynamarine.com Tel: (+30) 210 894 1667

Fees: Euros 350 per day per participant. Discount of 10% is offered to individual participants registering to this course. Group discounts of 15% are also arranged for companies registering 3+ participants

Instructor: Capt. Titos Giannakakis - Senior Maritime Trainer & Marine Consultant - DYNAMARINE Academy