

EASA Quality Assurance Internal Auditor Initial (Basic)– 3 Days

Introduction

This course is intended for persons who will predominantly focus their activities on internal auditing within EASA compliant Organisation

Compliance Management Auditing raises an understanding of the various roles of a quality system within the organisation, in particular, to focus on effective identification of the need to perform root cause analysis of the discrepancies, and to take positive action.

This training will place a clear priority on the techniques required to introduce you to the role of Internal Quality Auditor and shares techniques to be able to identify systemic failures as opposed to mere compliance type audit findings.

The training is designed to stimulate involvement and provides for powerful motivation, to reinforce a comprehensive understanding of the requirements and integration of the Quality Management System QMS

An essential element then of benefiting from this training is to focus on the issues, how they relate in our workplace, and what we need to do to address them, how to identify areas which need special attention and how to focus our efforts on making sure our training delivers in all relevant areas.

Who is the course for?

It is for persons who are maybe new to Quality Auditing & will be required to deliver or receive EASA compliant Quality Assurance (Compliance Audits) In particular Quality Audit Staff, Nominated Persons, CAMO Quality Auditors, as well as anyone with an interest to achieve an effective understanding of the Compliance Audit Process.

tel + 359 2 821 08 06
email team@sassofia.com

www.sassofia.com

Date	On Demand
Category	Personal Development
Venue	On Demand
Level	
Price	On Demand

What is the Benefit of this Training –What will I learn?

- To re-enforce a comprehensive understanding of the requirements for Compliance Monitoring and Quality Assurance
- To consider the fundamentals of a fully compliant Aviation Quality System together with the Key elements required to organize the Quality Compliance processes to ensure compliance and to deliver maximum effectiveness.
- How to identify areas which need special attention and how to focus our efforts on making sure our trainings deliver in all relevant areas.
- To consider the fundamentals of an EASA compliant Aviation Compliance System
- To understand the key elements required to deliver an effective Compliance Audit System.
- To re-enforce a comprehensive understanding of the requirements for the QA systems including an understanding of the different types of audit applicable.

Detailed Content / Topics - The following Subjects will be addressed

Day 1

- General Introduction
- Abbreviations and Terms
- Principles of EASA Management Systems in support of Regulatory Compliance
- Compliance Monitoring Principles and Practice
- QMS & SMS relationship challenges and misconceptions
- Introduction to EASA Compliant Aviation Quality Audit Techniques Considering the Basics
- Review of Best Practice Audit Techniques - How to obtain the information you are looking for?
- How do we Identify and Measure our Internal Quality Standards?

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Day 2

- The Role of EASA QA in Developing Aviation QC Procedures
- Compliance Management Manuals, and Procedures
- Quality and Safety Auditor Competence
- Effective Audit Communication
- Dealing with Situations Arising During the Audit / Communication
- How to Effectively Determine Compliance
- Dealing with Specific Challenges within your Quality System
- Review of Best Practice Audit Techniques – How to obtain the information you are looking for?
- Advanced Quality Audit Techniques
- Understanding the Psychology of an Aviation Auditee
- Understanding Hazard Identification and Risk Management

Day 3

- Practical Understanding of The Role of Root Cause.
- Root Cause Understanding the Different Role Between Quality & Safety
- Using Root Cause Analysis to Drive an Effective Quality System
- Root Cause Analysis using 5 Why & Fishbone Techniques Together
- Audit Checklists Management, Development and Validation – Use of Checklists during the Audit
- Effective Report Writing & Corrective Actions
- Managing Meetings to Open and Close the Audit
- Management Evaluation –How to ensure effectiveness considering the role of the Quality Assurance Function

Target groups

This course is designed to accommodate all persons who are seeking an introduction to the role of Internal Auditor whether they are based in a Part Ops environment or Part 147, Part 145 and Part M organisation.

Pre-requisites

A background in an aviation environment.

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Learning Objectives

To re-enforce a comprehensive understanding of the requirements for the QA Compliance Audit systems including an understanding of the different types of audit applicable for each area.

To stimulate involvement and provides for powerful motivation.

What do People Say about Sofema Aviation Services Training?

"The instructor used the right words to explain the material."

"The discussions among the group were very beneficial."

"The instructor showed very resourceful background and experience."

"All sections of the course were related to my field."

"Adequate answers were given to specific questions."

Duration

3 days – The training will commence at 09.00 and finish at 17.00, with appropriate refreshment breaks.

To register for this training, please email team@sassofia.com or Call +359 28210806



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