



**VERNER WHEELOCK
ASSOCIATES**

AUDITOR/LEAD AUDITOR

Course Summary

A 4-day course certificated by Verner Wheelock Associates

This course is specifically designed for the food and packaging industry and will provide delegates with an understanding of ISO 9001:2000 and the skills necessary to audit a complete quality management system.

Entry Requirements

Participants should have a good working knowledge of quality management systems.

Course Structure & Content

- The ISO 9001:2000 Standard
- BRC and BRC/IOP Technical Standards
- Conducting audits
- Planning and preparation
- Audit Interview techniques
- Auditing techniques
- Presentation of findings
- Effective corrective actions

The emphasis is on a practical approach and delegates will be involved in group exercises, role play and audit scenarios.

Assessment

By examination on Day 4 of the course

Course fee

£1,150 + VAT (includes accommodation)

Your Course fee includes

- Course binder and notes
- Accommodation and meals (Skipton only)
- Examination fee and certificate

Verner Wheelock Associates Ltd

4, Stable Courtyard, Broughton Hall Business Park, Skipton, North Yorkshire, BD23 3AE

Tel: + 44 (0) 1756 700802 Fax: + 44 (0) 1756 700807 Web: www.vwa.co.uk E-Mail: office@vwa.co.uk

BOOKING FORM

Course Title	AUDITOR/LEAD AUDITOR			Code	ALA
Venue	Skipton			Date(s)	
DELEGATE DETAILS					
Title		Forename		Surname	
Position					
Company					
Address					
				Postcode	
Telephone				Fax	
Email				Mobile	
Nature of business					
PAYMENT DETAILS					
(Bookings are made and accepted subject to the terms and conditions below)					
Total Payment <small>(Course Fee + VAT)</small>				Order No.	
Please Invoice for the attention of:					
Invoice Address					
				Postcode	
Do you require accommodation? <small>(Tick as necessary)</small>	Yes	No		Shall we send an accommodation guide?	Yes No
Shall we book your accommodation?	Yes	No		Do you require disabled access?	Yes No
Please specify dietary requirements					

Confirmation will be sent on receipt of this form and course information will follow approximately 2 weeks before the course.

The fee includes:

Course refreshments, lunches, course folders, where applicable exam fees, and open learning materials for use during the course. Overnight accommodation is **NOT** included unless specified.

Conditions of Booking

Course fees are payable 14 days prior to the course.

Provisional bookings, valid for 5 working days, can be made by telephone or e-mail.

Once the booking form has been received by Verner Wheelock Associates Ltd, you are liable for payment.

If you are unable to attend you may substitute at any time but cancellations cannot normally be made.

See separate Terms & Conditions.

I HAVE READ AND AGREE TO THE CONDITIONS OF BOOKING Please mark X

Authorised signature _____

Name (printed) _____

Position _____

Please note: It may be necessary, for reasons beyond our control, to alter the content, programme or course tutors.

FAX FORM TO +44(0) 1756 700807 E-MAIL FORM TO office@vwa.co.uk

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