



COURSE OVERVIEW HE0947-3D **ISO 14001 Internal Auditor**

Course Title

ISO 14001 Internal Auditor

Course Date/Venue

September 28-30, 2026/Al Reem 2 Meeting Room, Grand Millennium Al Wahda Hotel, Abu Dhabi, UAE

Course Reference

HE0947-3D

Course Duration/Credits

Three days/1.8 CEUs/18 PDHs



Course Description



This practical and highly-interactive course includes real-life case studies and exercises where participants will be engaged in a series of interactive small groups and class workshops.

This course is designed to provide participants with detailed and up-to-date overview ISO 14001 Internal Auditor. It covers the ISO 14001 and environmental management systems; the context of the organization, leadership and environmental policy; the environmental aspects and impacts, compliance obligations and applicable requirements; the risks and opportunities affecting the EMS and environmental objectives and planning actions to achieve them; the resources, competence, awareness and environmental responsibilities including internal and external communication requirements; creating, updating and controlling documented information; and the operational planning, life-cycle perspective and emergency preparedness.



During this interactive course, participants will learn the performance evaluation, improvement and environmental management system auditing; the roles and responsibilities of auditors, audit team leaders and auditees; the auditor competence, environmental knowledge and auditing skills; establishing internal audit programme, planning an individual ISO 14001 internal audit, developing audit checklists and working documents; preparing for the on-site/internal audit, conducting opening meeting, performing the internal audit and gathering evidence; auditing ISO 14001 requirements in practice, evaluating evidence and developing audit findings; and implementing audit reporting, closing meeting and corrective action.





Course Objectives/Outcomes & Benefits for the Participants

Upon the successful completion of this course, each participant will be able to:-

- Get certified as a “*Certified ISO 14001 Environmental Management Systems Internal Auditor*”
- Discuss ISO 14001 and environmental management systems and the context of the organization, leadership and environmental policy
- Identify and evaluate environmental aspects and impacts and determine compliance obligations and applicable requirements
- Identify risks and opportunities affecting the EMS and establish environmental objectives and planning actions to achieve them
- Recognize resources, competence, awareness and environmental responsibilities including internal and external communication requirements
- Create, update and control documented information and apply operational planning, life-cycle perspective and emergency preparedness
- Apply performance evaluation and improvement and environmental management system auditing
- Identify roles and responsibilities of auditors, audit team leaders and auditees and carryout auditor competence, environmental knowledge and auditing skills
- Establish internal audit programme, plan an individual ISO 14001 internal audit and develop audit checklists and working documents
- Prepare for the on-site/internal audit, conduct opening meeting and perform the internal audit and gathering evidence
- Audit ISO 14001 requirements in practice, evaluate evidence, develop audit findings and implement audit reporting, closing meeting and corrective action

Exclusive Smart Training Kit - H-STK®



*Participants of this course will receive the exclusive “Haward Smart Training Kit” (H-STK®). The H-STK® consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.*

Who Should Attend

This course provides an overview of all significant aspects and considerations of ISO 14001 & EMS in accordance with the international standards for environmental, health and safety and quality managers, EMS internal auditors, environmental coordinator, lead internal auditor and those who will be required to perform internal audits of their environmental management system. It is preferable if delegates have some knowledge of ISO 14001 or their own environmental system prior to attending the course.

Course Fee

US\$ 3,750 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.



- (2) Official Transcript of Records will be provided to the successful delegates with the equivalent number of ANSI/IACET accredited Continuing Education Units (CEUs) earned during the course.

Haward Technology Middle East
Continuing Professional Development (HTME-CPD)

CEU Official Transcript of Records

TOR Issuance Date: 12-Nov-25
HTME No. 74851
Participant Name: Waleed Al Habeeb

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
HE0947-3D	ISO 14001 Internal Auditor	Nov 10-12, 2025	18	1.8

Total No. of CEU's Earned as of TOR Issuance Date **18**

TRUE COPY

Jaryl Castillo
Academic Director

Haward Technology has been approved as an Accredited Provider by the International Association for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this approval, Haward Technology has demonstrated that it complies with the ANSI/IACET 1-2018 Standard which is widely recognized as the standard of good practice internationally. As a result of their Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for programs that qualify under the ANSI/IACET 1-2018 Standard.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking Continuing Education Units (CEUs) in accordance with the rules & regulations of the International Association for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology is accredited by

P.O. Box 26070, Abu Dhabi, United Arab Emirates | Tel.: +971 2 3091 714 | E-mail: info@haward.org | Website: www.haward.org

Certificate Accreditations

Haward's certificates are accredited by the following international accreditation organizations: -

-  British Accreditation Council (BAC)

Haward Technology is accredited by the **British Accreditation Council for Independent Further and Higher Education** as an **International Centre**. Haward's certificates are internationally recognized and accredited by the British Accreditation Council (BAC). BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

-  The International Accreditors for Continuing Education and Training (IACET - USA)

Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology Middle East will award **1.8 CEUs** (Continuing Education Units) or **18 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:



Mr. Ron Jansen is a **Senior HSE Consultant** with extensive years of experience within the **Oil & Gas** industry. His broad expertise widely covers in the areas of **ISO 14001, ISO 9001, OSHAS 18001, 19011**, Controlled-Substance Units (**SATCU**) Operations, Workplace **Substance Abuse** Prevention Strategies, **Substance Abuse** Policy Development for Employers, **Substance Abuse** Testing Unit Management, Controlled **Substance** Identification and Recognition, **HAZMAT, HAZCOM**, Process Hazard Analysis (**PHA**), Process Safety Management (**PSM**), **Process Risk** Analysis, **Occupational Health**, Effective Tool Box Talks, **Disaster** Management, **Firefighting & Fire Safety**, **Fire Detection & Suppression** Systems, **Fire Risk** Assessments, **General Health and Safety**, **Job Observation**, **Fire Rescue**, **Fire Protection**, **Fire Prevention**, **Rescue** Operations, **Firefighting** Techniques, **Accident/Incident Investigation**, **HAZOP & HAZID**, **Permit to Work (PTW)** System, **Working at Height**, Behavioral Based Safety (**BBS**), Hazard identification and Risk Assessments (**HIRA**), **HSE Risk** Assessment & Management Concepts, **HSE Management** Policy & Standards, **HSSE Emergency Response & Crisis Management** Operations, **Authorized Gas Testing**, **Quantitative & Qualitative** Analysis, **Fall Protection & Rescue**, **Defensive Driving**, **Hazardous Materials & Chemicals** Handling, **Pollution Control**, **Environmental & Pollution** Management, **HSE Industrial Practices**, **Emergency Response & Crisis** Management Operations, **Waste** Management, **Job Safety Analysis (JSA)**, **Confined Space Entry**, **Confined Space Entry**, **First Aid & SCBA** Management, **Manual Handling**, **Permit-to-Work & Risk** Assessment, **Crane & Lifting** Operation, **Forklift** Maintenance, **Mobile Elevated Work Platform (MEWP)**, **Mobile & Gantry Crane**, **Banksman/Slinger**, **Scaffolding**, **Rigging & Slinging**, **Overhead & Gantry Crane** **Safety**, **Lifting & Rigging**, **Machinery & Hydraulic Lifting** Equipment, **Rigging & Slinging** Operation, **Scaffolding** Inspection, **Rigging Safety Rules**, **Machinery & Hydraulic Lifting** Equipment and **Excavation & Trenching**.

During his career life, Mr. Jansen has gained his practical and field experience through his various significant positions and dedication as the **SHEQ Manager, SHEQ System Auditor, Safety Practitioner, Safety Officer** and **Senior Instructor/Consultant** from various international companies such as the **WI Corporation, ISO Internal Auditors SHEQ Management Systems, Truibuilt Engineering, TCS Hydraulic Engineering, OR Thambo Airport, Eskom Transmission Section** and **Aquarius Mine Kroondal Rustenburg**.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.



Training Methodology

Our courses employ an interactive, learner-centred methodology that integrates theoretical knowledge with practical application. The training is delivered through a suitable combination of some or all of the following methods, selected according to the course content and learning objectives:

- Instructor-led presentations and facilitated discussions
- Practical workshops and participant presentations
- Hands-on exercises and real-world case studies
- Equipment demonstrations and technical drawings
- Hardware- and software-based simulations
- Gamification & Role Play in soft-skills courses only
- Virtual Reality (VR) and Augmented Reality (AR)
- Instructional videos and other relevant training resources

This blended approach encourages active participation, strengthens practical skills and supports the effective application of acquired knowledge in the workplace.

Learning Design & Customization

This course can be customized to the exact requirements of clients. Haward Technology is so proud of our huge capabilities in tailoring our courses to the training needs of our valued clients.

Course Program

The following program is planned for this course. However, the course Instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1: Monday, 28th of September 2026

0730 – 0800	Registration & Coffee
0800 – 0815	Welcome & Introduction
0815 – 0830	PRE-TEST
0830 – 0930	Introduction to ISO 14001 & Environmental Management Systems Purpose, Principles & Benefits of an Environmental Management System (EMS) • ISO 14001 Framework, Terminology & Key Environmental Concepts • Process Approach, Risk-Based Thinking & the Plan-Do-Check-Act (PDCA) Cycle • Relationship Between Environmental Performance, Compliance & Continual Improvement
0930 – 0945	Break
0945 – 1030	Context of the Organization – Clause 4 Understanding the Organization & Its Internal & External Context • Identifying Relevant Interested Parties, Needs & Expectations • Determining the Scope & Boundaries of the Environmental Management System • Establishing, Implementing, Maintaining & Continually Improving the EMS
1030 – 1130	Leadership & Environmental Policy – Clause 5 Leadership, Commitment & Accountability of Top Management • Establishing & Maintaining an Effective Environmental Policy • Environmental Protection, Compliance & Continual Improvement Commitments • Organizational Roles, Responsibilities, Authorities & Accountability
1130 – 1215	Planning the Environmental Management System – Clause 6 Identification & Evaluation of Environmental Aspects & Impacts • Determination of Compliance Obligations & Applicable Requirements • Identification of Risks & Opportunities Affecting the EMS • Establishing Environmental Objectives & Planning Actions to Achieve Them



1215 – 1230	Break
1230 – 1330	Support & Operational Controls – Clauses 7 & 8 Resources, Competence, Awareness & Environmental Responsibilities • Internal & External Communication Requirements • Creation, Updating & Control of Documented Information • Operational Planning, Life-Cycle Perspective & Emergency Preparedness
1330 – 1420	Performance Evaluation & Improvement – Clauses 9 & 10 Monitoring, Measurement, Analysis & Evaluation of Environmental Performance • Evaluation of Compliance & Internal Audit Requirements • Management Review & Evaluation of EMS Effectiveness • Nonconformity, Corrective Action & Continual Improvement
1420 – 1430	Recap Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1430	Lunch & End of Day One

Day 2: Tuesday, 29th of September 2026

0730 – 0830	Fundamentals of Environmental Management System Auditing Purpose, Objectives & Benefits of EMS Internal Audits • Internal, Supplier & Certification Audits • Audit Terminology: Criteria, Scope, Evidence, Findings & Conclusions • Relationship Between ISO 14001 Internal Auditing & Continual Improvement
0830 – 0930	Auditor Roles, Responsibilities & Competence Roles & Responsibilities of Auditors, Audit Team Leaders & Auditees • Auditor Competence, Environmental Knowledge & Auditing Skills • Objectivity, Independence, Impartiality & Professional Conduct • Communication, Interviewing, Observation & Analytical Skills
0930 – 0945	Break
0945 – 1100	Establishing the Internal Audit Programme Determining Audit Programme Objectives, Priorities & Coverage • Establishing Audit Frequency, Methods, Responsibilities & Resources • Considering Environmental Significance, Organizational Changes & Previous Audit Results • Monitoring, Reviewing & Improving the Internal Audit Programme
1100 – 1215	Planning an Individual ISO 14001 Internal Audit Defining Audit Objectives, Scope & Criteria • Reviewing EMS Documentation & Relevant Environmental Information • Identifying Processes, Activities, Environmental Aspects & Compliance Obligations • Developing the Audit Plan, Schedule & Allocation of Auditor Responsibilities
1215 – 1230	Break
1230 – 1330	Developing Audit Checklists & Working Documents Translating ISO 14001 Requirements into Effective Audit Questions • Preparing Process-Based & Clause-Based Audit Checklists • Identifying Documents, Records & Objective Evidence to Be Examined • Developing Audit Trails for Environmental Aspects, Controls & Compliance Obligations



1330 – 1420	Preparing for the On-Site/Internal Audit Conducting Preliminary Document & Record Reviews • Selecting Samples & Determining Appropriate Sampling Techniques • Preparing Interview Questions & Identifying Personnel to Be Interviewed • Practical Exercise: Developing an ISO 14001 Internal Audit Plan & Checklist
1420 – 1430	Recap Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1430	Lunch & End of Day Two

Day 3: Wednesday, 30th of September 2026

0730 – 0830	Conducting the Opening Meeting Confirming Audit Objectives, Scope, Criteria & Schedule • Introducing the Audit Team & Clarifying Roles & Responsibilities • Explaining Audit Methods, Sampling & Communication Arrangements • Establishing Effective Communication Between Auditors & Auditees
0830 – 0930	Performing the Internal Audit & Gathering Evidence Conducting Interviews & Asking Effective Audit Questions • Observing Operations, Activities, Environmental Controls & Workplace Conditions • Reviewing Procedures, Records, Monitoring Data & Compliance Documentation • Collecting, Sampling, Verifying & Recording Objective Audit Evidence
0930 – 0945	Break
0945 – 1100	Auditing ISO 14001 Requirements in Practice Auditing Environmental Aspects, Impacts & Significance Evaluations • Auditing Compliance Obligations & Evaluation of Compliance • Auditing Operational Controls, Contractors & Emergency Preparedness • Auditing Environmental Objectives, Monitoring, Measurement & Performance
1100 – 1200	Evaluating Evidence & Developing Audit Findings Comparing Objective Evidence Against Audit Criteria • Identifying Conformities, Nonconformities & Improvement Opportunities • Differentiating Evidence-Based Findings from Auditor Assumptions • Preparing Clear, Accurate & Traceable Nonconformity Statements
1200 – 1215	Break
1215 – 1230	Audit Reporting, Closing Meeting & Corrective Action Preparing a Structured & Comprehensive Internal Audit Report • Presenting Audit Findings, Conclusions & Nonconformities • Conducting an Effective Closing Meeting with Relevant Management • Corrective Action, Root Cause Analysis & Responsibilities for Closing Findings
1230 - 1330	Audit Follow-Up & Practical Internal Audit Exercise Reviewing Corrective Action Plans & Supporting Evidence • Verifying Implementation & Effectiveness of Corrective Actions • Closing Nonconformities & Maintaining Internal Audit Records • Practical Exercise: Conducting a Mock ISO 14001 Audit, Reporting Findings & Auditor Feedback
1330 - 1345	Course Conclusion Using this Course Overview, the Instructor(s) will Brief Participants about the Course Topics that were Covered During the Course
1345 – 1415	COMPETENCY EXAM
1415 – 1430	Presentation of Course Certificates
1430	Lunch & End of Course

Practical Sessions

This practical and highly-interactive course includes the following real-life case studies:-



Course Coordinator

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