



COURSE OVERVIEW TM0364 **ISO 14K IMS & Internal Auditor**

Course Title

ISO 14K IMS & Internal Auditor

Course Date/Venue

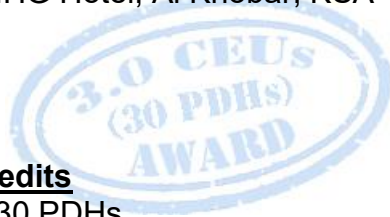
July 27-31, 2025/Crowne Meeting Room, Crowne Plaza Al Khobar, an IHG Hotel, Al Khobar, KSA

Course Reference

TM0364

Course Duration/Credits

Five days/3.0 CEUs/30 PDHs



Course Description



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

This course is designed to provide participants with a detailed and up-to-date overview of ISO 14000 IMS and Internal Auditor. It covers the integrated management system and ISO 14001:2015 standard; the organization and its context, internal and external issues, interested parties and scope of EMS; the role of top management, environmental policy requirements, organizational roles, responsibilities and authorities and leadership in risk-based thinking; the risks and opportunities, environmental aspects and impacts; and the compliance obligations and setting environmental objectives and planning actions.



Further, the course will also discuss the resource management, competence and awareness; the communication and documented information and control; the operational controls, life cycle perspective in operations, outsourced processes and control; the emergency preparedness and response and monitoring, measurement, analysis and evaluation; the compliance evaluation, proper internal audits and management review requirements; and the nonconformity and corrective action, continual improvement strategies, root cause analysis and corrective action verification.



During this interactive course, participants will learn the environmental aspects and impact assessment; the legal and other requirements and linking ISO 14001 to IMS framework; the ISO 19011:2018 auditing guidelines and initiating the audit, planning the audit and conducting the audit; the nonconformity identification and classification, effective use of audit tools and internal audit execution; the reporting audit finding, conducting the closing meeting and following-up and verification; and the role of internal auditor in IMS, reviewing consolidated IMS audit reports and the system-wide improvements.

Course Objectives

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

- Apply and gain an in-depth knowledge on ISO 14000 IMS and internal auditor
- Discuss integrated management system and ISO 14001:2015 standard
- Identify the organization and its context, internal and external issues, interested parties and scope of EMS
- Recognize the role of top management, environmental policy requirements, organizational roles, responsibilities and authorities and leadership in risk-based thinking
- Address risks and opportunities, identify environmental aspects and impacts, discuss compliance obligations and set environmental objectives and planning actions
- Apply resource management, competence and awareness, communication and documented information and control
- Determine operational controls, life cycle perspective in operations, outsourced processes and control and emergency preparedness and response
- Implement monitoring, measurement, analysis and evaluation, compliance evaluation, proper internal audits and management review requirements
- Carryout nonconformity and corrective action, continual improvement strategies, root cause analysis and corrective action verification
- Apply environmental aspects and impact assessment, identify legal and other requirements and link ISO 14001 to IMS framework
- Review ISO 19011:2018 auditing guidelines, initiate the audit, plan the audit and conduct the audit
- Apply nonconformity identification and classification, effective use of audit tools and internal audit execution
- Report audit finding, conduct the closing meeting and perform follow-up and verification
- Describe the role of internal auditor in IMS, review consolidated IMS audit reports and identify system-wide improvements

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 14000 IMS and internal auditor for quality, environment, and occupational health and safety professionals, internal auditors, compliance officers, managers and team leaders, risk management professionals, consultants and other technical staff.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

- 30% Lectures
- 20% Practical Workshops & Work Presentations
- 30% Hands-on Practical Exercises & Case Studies
- 20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Course Fee

US\$ 5,500 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Accommodation

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

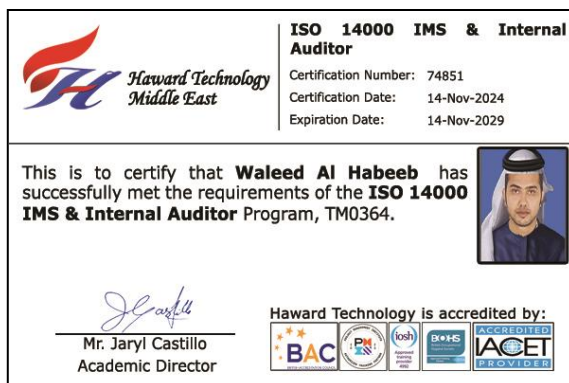
Course Certificate(s)

- (1) Internationally recognized Competency Certificates and Plastic Wallet Cards will be issued to participants who completed a minimum of 80% of the total tuition hours and successfully passed the exam at the end of the course. Certificates are valid for 5 years.

Recertification is FOC for a Lifetime.

Sample of Certificates

The following are samples of the certificates that will be awarded to course participants:-



- (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:

HTME No.

Participant Name:

14-Nov-24

74851

Waleed Al Habeeb

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
TM0364	ISO 14000 IMS & Internal Auditor	Nov 10-14, 2024	30	3.0

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

3.0

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:

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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.
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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 **3.0 CEUs** (Continuing Education Units) or **30 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. Mike Taylor, PhD (on-going), MScLI, MBA, MBL, BSc, HDE, is a **Senior Management Consultant** with over **25 years** of extensive experience in the areas of **Root Cause Analysis & Solution Development, Project Planning, Scheduling & Cost Control Professional, Internal Auditor, Major Gas & LNG, Gas & LNG Sales Contracts, Oi-Indexed Pricing, Data Quality Control, Basics of Natural Gas & LNG, Future of Gas & LNG Sales Contracts, Data Quality Assessment, Data Quality Planning, Data Quality Strategy Management, Data Modelling, Project Scheduling & Cost Control, Facilitation & Leadership Skills, Coaching, Human Resource Development, Psychometric Testing, Career Development & Competence, Succession Planning, Self-Development & Empowerment, Personal Learning Needs Identification, Critical Success Factors (CSFs), Key Performance Indicators (KPIs), Productivity Creativity & Thinking Modes, Human Resource Scorecard Management, Career Laddering, Fast-Track Career Progression Application, Knowledge Management, Customer Management, Leadership Skills, Presentation Skills, Negotiation Skills, Decision Making Skills, Communication Skills, Emotional Intelligence, Performance Management, Contract Management, Quality Management, Commercial Strategy, Project Management, Risk Management, Leadership & Business Management, Human Resource Management, Planning, Budgeting & Cost Control, Business Development, Innovation, Sales Strategy and Knowledge & Intangible Asset Assessment Design. Further, he is also well versed in **Organization Management & Business Consulting, Stakeholder & Supplier Evaluation, Data Collection & Information Gathering, Value & Supply Chain Management, Intellectual Property & Innovation Assessments, Logistics & Supply Chain Management, Budgeting & Cost Control and Marketing Management**. Mr. Taylor is the **Founder & CEO** of Mitakon Innovation Pty Ltd wherein he is responsible for the development of Executives & Senior Managers specializing in innovation, knowledge management and commercial negotiation as well as authored, implemented and executed a global 21st century facilitation and leadership methodology.**

During his career life, Mr. Taylor has gained his practical and field experience through his various significant positions and dedication as the **Knowledge-Solutions Service Provider, Founder-Principal/CIO, Subject Matter Expert, Consulting Partner, Executive/Management Development Facilitator, Multinational/Corporate Senior Management Consultant, Senior Quality & Management Consultant, Executive Management Development/Facilitator, Business Consultant/Facilitator, Business & Quality Consultant/Coach, Client Director, Administration Manager, Quality Manager, International Sales & Business Development Executive, Regional Sales Manager, National Key Accounts Manager, Commercial Sales & Marketing Consultant, Admin Assistant, Sales & Marketing Representative, Key Note Speaker, Lecturer and Instructor/Trainer** for various international companies such as the Highland Group (Business Consulting), **Anglo American, BHP Billiton, Rio Tinto, DI Management Solutions (BPO), Master Deal Making Institute (MDMI), RMG/Contact Media & Communications, Paul Dinsdale Properties (PDP), Giant Leap Architects, Wise Capital Investments (HOD), Evolution® Advertising, Collaborative Xchange, Leatt Corporation, Dentsply SA, FMCG/Binzagr Company, Unilever, Kellogg's, BAT, Hershey's, CORO, Lilly Direct/Lennon Generics and Bausch & Lomb.**

Mr. Taylor has **Master** degrees in **Leadership & Innovation, Business Administration and Business Leadership** as well as a **Bachelor** degree in **Physical Education** and pursuing **PhD** in **Global Governance & Energy Policy**. Further, he is a **Certified Instructor/Trainer, Certified Internal Verifier/Trainer/Assessor** by the **Institute of Leadership & Management (ILM)** and a member of Incremental Advantage, Da Vinci Institute, Black Management Forum, Institute of Directors (IOD), World Future Society (WFS), Social Science Research Network, University of Kwazulu Natal (Alumnus), Anthropology & Archaeology Research Network and National Research Foundation (NRF). He has further delivered numerous trainings, courses, workshops, seminars and conferences globally.

Course Program

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

Day 1: Sunday, 27th of July 2025

0730 – 0800	Registration & Coffee
0800 – 0815	Welcome & Introduction
0815 – 0830	PRE-TEST
0830 – 0930	Understanding IMS (Integrated Management System) Definition & Benefits of Integration (ISO 9001, ISO 14001, ISO 45001) • Common Elements & Structure (Annex SL) • Challenges & Solutions in Integration • IMS Documentation & Policy Development
0930 – 0945	Break
0945 – 1030	Introduction to ISO 14001:2015 Standard Evolution & Structure of ISO 14001 • Key Clauses & Terminology • Environmental Management Principles • Relevance to Organizational Performance
1030 – 1130	Context of the Organization (Clause 4) Understanding the Organization & its Context • Identifying Internal & External Issues • Determining Interested Parties • Defining Scope of the EMS
1130 – 1215	Leadership & Commitment (Clause 5) Role of Top Management • Environmental Policy Requirements • Organizational Roles, Responsibilities & Authorities • Leadership in Risk-Based Thinking
1215 – 1230	Break
1230 – 1330	Planning (Clause 6) Actions to Address Risks & Opportunities • Identification of Environmental Aspects & Impacts • Compliance Obligations • Setting Environmental Objectives & Planning Actions
1330 – 1420	Support (Clause 7) Resource Management • Competence & Awareness • Communication (Internal & External) • Documented Information & Control
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: Monday, 28th of July 2025

0730 – 0830	Operational Planning & Control (Clause 8) Determining Operational Controls • Life Cycle Perspective in Operations • Outsourced Processes & Control • Emergency Preparedness & Response
0830 – 0930	Performance Evaluation (Clause 9) Monitoring, Measurement, Analysis & Evaluation • Compliance Evaluation • Internal Audits Overview • Management Review Requirements
0930 – 0945	Break
0945 – 1100	Improvement (Clause 10) Nonconformity & Corrective Action • Continual Improvement Strategies • Root Cause Analysis • Corrective Action Verification
1100 – 1215	Environmental Aspects & Impact Assessment Identification & Evaluation of Aspects • Significant Environmental Aspects • Tools for Impact Assessment • Legal & Regulatory Considerations

1215 – 1230	Break
1230 – 1330	Legal & Other Requirements Identifying Applicable Legal Requirements • Compliance Evaluation Process • ISO 14001 & Legal Registers • Integrating Compliance into EMS
1330 – 1420	Linking ISO 14001 to IMS Framework Cross-Mapping ISO 14001 with ISO 9001 & ISO 45001 • Harmonizing Documentation • Integrated Audits & Reporting • Shared Policies & Objectives
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: Tuesday, 29th of July 2025

0730 – 0830	Overview of ISO 19011:2018 Auditing Guidelines Principles of Auditing • Types of Audits (1st, 2nd, 3rd Party) • Audit Program versus Audit Plan • Roles & Responsibilities of Auditors
0830 – 0930	Initiating the Audit Establishing Audit Objectives, Scope & Criteria • Selecting the Audit Team • Conducting Document Review • Preparing Audit Checklist
0930 – 0945	Break
0945 – 1100	Audit Planning Audit Scheduling • Developing Audit Plan • Communication with Auditee • Risk-Based Planning
1100 – 1215	Conducting the Audit Opening Meeting Protocol • Collecting & Verifying Information • Interview Techniques & Observations • Managing Audit Time & Scope
1215 – 1230	Break
1230 – 1330	Nonconformity Identification & Classification Types of Findings (Major, Minor, Observations) • Writing Clear Nonconformity Statements • Objective Evidence & Traceability • Reporting Procedures
1330 – 1420	Effective Use of Audit Tools Checklists & Audit Trails • Digital Tools & Templates • Sampling Techniques • Documented Information Review
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 Three

Day 4: Wednesday, 30th of July 2025

0730 – 0830	Internal Audit Execution Conducting Field Visits • Sampling Activities & Processes • Collecting & Validating Evidence • Audit Communication & Integrity
0830 – 0930	Reporting Audit Findings Preparing Audit Summary Report • Categorizing Findings • Review with Audit Team • Presenting Findings to Management
0930 – 0945	Break
0945 – 1100	Conducting the Closing Meeting Structuring the Closing Meeting • Handling Objections & Clarifications • Agreement on Findings • Next Steps & Timelines

1100 – 1215	Follow-up & Verification Root Cause Analysis Validation • Corrective Action Plan Review • Re-Audit or Verification Activities • Closing Nonconformities
1215 – 1230	Break
1230 – 1330	Audit Case Study & Group Exercise Scenario-Based Audit Case • Group Roles as Auditor/Auditee • Conducting Simulated Interviews • Presentation of Findings
1330 – 1420	Role of Internal Auditor in IMS Competence & Behavior of Auditor • Conflict of Interest & Impartiality • Continual Auditor Development • Auditor Evaluation & Feedback
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 Four

Day 5: Thursday, 31st of July 2025

0730 – 0930	Mock Internal Audit Exercise (Simulated) Audit Planning & Team Formation • Interviewing & Data Gathering • Preparing Findings & Evidence • Performing Mock Audit with Checklist
0930 – 0945	Break
0945 – 1100	Report Writing & Corrective Action Workshop Preparing Audit Report • Writing Smart Nonconformities • Designing Corrective Actions • Peer Review & Evaluation
1100 – 1215	IMS Integration: Audit Reporting & Review Consolidated IMS Audit Reports • Identifying System-Wide Improvements • Harmonized Reporting Formats • Shared Nonconformance Tracking
1215 – 1230	Break
1230 – 1300	Auditor Competency Evaluation Assessment Criteria & Scoring • Technical Knowledge & Interpersonal Skills • Feedback from Facilitators • Individual Performance Review
1300 – 1315	Course Conclusion Using this Course Overview, the Instructor(s) will Brief Participants about the Course Topics that were Covered During the Course
1315 – 1415	COMPETENCY EXAM
1415 – 1430	Presentation of Course Certificates
1430	Lunch & End of Course



Practical Sessions

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



Course Coordinator

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