

COURSE OVERVIEW HE1280
ISO 45001 Internal Auditor

Course Title

ISO 45001 Internal Auditor

Course Date/Venue

April 13-17, 2025/Crowne Meeting Room,
 Crowne Plaza Al Khobar, KSA

Course Reference

HE1280

Course Duration/Credits

Five days/3.0 CEUs/30 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.



ISO 45001 specifies requirements for an occupational health and safety (OH&S) management system and gives guidance for its use to enable organizations to provide safe and healthy workplaces by preventing work-related injury and ill health as well as by proactively improving its OH&S performance. It is applicable to any organization that wishes to establish, implement and maintain an OH&S management system to improve occupational health and safety; eliminate hazards and minimize OH&S risks (including system deficiencies); take advantage of OH&S opportunities, and address OH&S management system nonconformities associated with its activities.



ISO 45001 helps an organization to achieve the intended outcomes of its OH&S management system. Consistent with the organization's OH&S policy, the intended outcomes of an OH&S management system include:-

- continual improvement of OH&S performance;
- fulfilment of legal requirements and other requirements;
- achievement of OH&S objectives.

This course is designed to provide participants with a detailed and up-to-date overview of ISO 45001 internal auditing. It covers the ISO 45001:2018 requirements; the introduction to turtle diagrams and audit trails; the management of audit programs; and the audit planning and preparation.

During this interactive course, participants will learn to perform the audit; write nonconformity statements; close the meeting; complete the audit report; and use the corrective action and closeout.

Course Objectives

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

- Get certified as a “*Certified ISO 45001 Internal Auditor*”
- Apply and gain a good working knowledge on ISO 45001 internal auditing
- Review ISO 45001:2018 and its requirements
- Discuss the turtle diagrams and audit trails
- Manage audit programs effectively
- Practice audit planning and preparation
- Perform the audit and write nonconformity statements
- Conduct closing meeting as well as complete the audit report and corrective action and closeout

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 on ISO 45001 internal auditing for health and safety compliance managers, implementation team members, management representatives, and internal auditors.

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 Wall Competency Certificates and Plastic Wallet Card Certificates 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. Successful candidate will be certified as a “Certified ISO 45001 Internal Auditor”. Certificates are valid for 3 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.

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

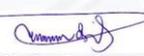
CEU Official Transcript of Records

TOR Issuance Date: 12-Oct-17
HTME No.: PAR14150
Participant Name: Zaid Al Khodoori

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
HE1280	45001 Internal Auditor	October 08-12, 2017	30	3.0

Total No. of CEU's Earned as of TOR Issuance Date **3.0**

TRUE COPY


 Maricel De Guzman
 Academic Director

Haward Technology has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 1760 Old Meadow Road, Suite 500, McLean, VA 22102, USA. In obtaining this approval, Haward Technology has demonstrated that it complies with the ANSI/IACET 1-2013 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 1-2013 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










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Certificate Accreditations

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**. 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.

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 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. John Burnip, EHS, SAC, STS, NEBOSH-ENV, NEBOSH-IGC, NEBOSH-IFC, NEBOSH-PSM, NEBOSH-IOG, TechIOSH, is a **NEBOSH Approved Instructor** and a **Senior HSE Consultant** with over **30 years** of practical **Offshore & Onshore** experience within **Oil, Gas, Refinery, Petrochemical** and **Nuclear** industries. His wide experience covers **NEBOSH** International General Certificate in Occupational Health & **Safety**, **NEBOSH** National Certificate in Construction Health & Safety, **NEBOSH** Certificate in Process Safety Management, **NEBOSH** Environmental Management Certificate, **NEBOSH** Certificate in Fire Safety, **NEBOSH** International Oil & Gas Certificate, **PHA, HAZOP, HAZCOM, HAZMAT, HAZID, Hazard & Risk Assessment, Emergency Response Procedures** Behavioural Based Safety (**BBS**),

Confined Space Entry, Fall Protection, Emergency Response, H₂S, Safety Management System (ISO 45001), Accident/Incident Investigation System and Report PSM, Risk Assessment, SCE FMEA Failure Investigations, Site Management Safety Training (SMSTS), Occupational Health & Safety and Industrial Hygiene, Crisis Management & Damage Control in Oil & Gas Industry, Enhancing HSSE Safety Performance & Effectiveness, Overhead & Gantry Crane Safety, HSSE Principles & Practices Advanced, Lifting & Rigging Equipment Lifting Tackles Inspection License/Relicense, API 780 Security Risk Assessment Methodology for Petroleum & Petrochemical, Advanced Process Safety Management with PHA, Quantitative and Qualitative Risk Assessment, IADC/API Mobile Drilling Rig Inspections, Maintenance and Audits, H2s Training and Rescue with Respiratory Equipment, Job Safety Analysis (JSA), Work Permit & First Aid, Project HSE Management System, Health & Hygiene Inspection, PTW Control, Process Modules Fire & Gas Commissioning, MSDS, Ergonomics, Lockout/Tagout, Fire Safety & Protection, Spill Prevention & Control, Tower & Scaffold Inspection, Scaffolding Operations, Scaffolding Equipment, Bracket Scaffolds, Scaffolding Labelling, Pre-fab Scaffolding; Erecting, Maintaining & Dismantling Scaffolding in accordance with the **British Standards Code of Practice 5973; Heavy Lifting** operations, Cantilevered Hoists, **Offshore Operations, Offshore Construction, Basic Offshore Safety Induction & Emergency Training (BOSIET), Onshore Fabrication & Offshore Pipelaying & Hook-Up, Crane Inspection, Crane Operations, Oilfield Startup & Operation, Steel Fabrication, OSHA, ISO 9001, ISO 14001, OHSAS 18001 and IMO (SOLAS) Regulations.** Mr. Burnip has greatly contributed in upholding the highest possible levels of safety for numerous International Oil & Gas projects, Generation Systems & Platform Revamp, LPG & Gas Compression, Marine, Offshore and Power Plant Construction. Currently, he is the **HSE Advisor** of Solvay wherein he is responsible in planning and implementation of the corporate safety program (OSHA codes).

During Mr. Burnip's long career life, he had successfully carried out numerous projects in **Europe, North America, South America, Southeast Asia, Middle East** and the **North Sea**. He had worked for Delta Offshore Group, Solvay Asia Pacific, Likpin Dubai, SADRA/DOT, **ZADCO, McDermott** International (USA, Qatar, Egypt, India, Oman, Dubai and Abu Dhabi), **PDO, Shell, ARAMCO**, Salman Field, Leman Offshore Gas Field, GEC, Harland & Wolff PLC Belfast in North Ireland, Howard Doris – Kishorn in Scotland, **Westinghouse** Electric in Brazil and South Korea and **Chevron** Oil in Scotland as the **Commissioning Project Engineer, Project & Safety Engineer, Estimating Engineer, Senior Instrument Engineer, Instrument Field Engineer, Lead Instrument Engineer, Instrument Engineer, Engineer, Emergency Response Training Manager, HSE Advisor, HSE Instructor, HSE Supervisor, Instrumentation Supervisor, Instrumentation Specialist, Project Coordinator, Instrumentation Technician and Tank Farm Instrumentation Technician.**

Mr. Burnip has a **Bachelor's** degree in **Business Studies** from the **Somerset University (UK)**. He is a **Certified/Registered Tutor** in **NEBOSH Certificate in Environmental Management, NEBOSH International General Certificate, NEBOSH International Certificate in Fire Safety & Risk Management, NEBOSH Process Safety Management Certificate** and **NEBOSH International Oil & Gas Certificate**; a **Certified Safety Auditor (SAC)**; a **Certified ISO 45001 Auditor**; an **Environmental Health and Safety Management Specialist** on Fall Protection, Elevated Structures, Material Handling, Trenching & Excavations; a **Welding Brazing Safety Technician**; a **Certified Safety Administrator (CSA)** - General Industry; a **Safety Manager/Trainer** – General Industry; a **Petroleum Safety Manager (PSM)** - Drilling & Servicing; a **Petroleum Safety Specialist (PSS)** - Drilling & Servicing; a **Safety Planning Specialist**; a **Safety Training Specialist**; a **Certified Instructor/Trainer**; a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership & Management (ILM)** and further holds a Certificate in **Mechanical Engineering Craft Practice** from the **City & Guilds of London Institute**; a **NEBOSH Level 3 Construction Certificate (UK)**; and holds a **Cambridge Teaching Certificate**. He is a well-regarded member of the **National Association of Safety Professionals, the Association of Cost Engineers (UK), Institution of Occupational Safety & Health (TechIOSH)** and an **Associate Member of World Safety Organization**. Further, he has conducted innumerable trainings, workshops and conferences worldwide.

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: Sunday, 13th of April 2025

0730 – 0800	Registration & Coffee
0800 – 0815	Welcome & Introduction
0815 – 0830	PRE-TEST
0830 – 0930	Introduction to ISO 45001:2018
0930 – 0945	Break
0945 – 1100	ISO 45001:2018 Requirements Group Exercise: Context of the Organization
1100 – 1215	ISO 45001:2018 Requirements (cont'd) Group Exercise: Context of the Organization (cont'd)
1215 – 1230	Break
1230 – 1420	ISO 45001:2018 Requirements (cont'd) Group Exercise: Risk Assessment
1420 – 1430	Recap
1430	Lunch & End of Day One

Day 2: Monday, 14th of April 2025

0730 – 0930	ISO 45001:2018 Requirements (cont'd) Group Exercise: Audit Scenarios
0930 – 0945	Break
0945 – 1100	ISO 45001:2018 Requirements (cont'd) OH&SMS Written Exams
1100 – 1215	Introduction to Turtle Diagrams & Audit Trails
1215 – 1230	Break
1230 – 1420	Management of Audit Programs
1420 – 1430	Recap
1430	Lunch & End of Day Two

Day 3: Tuesday, 15th of April 2025

0730 – 0930	Audit Planning & Preparation Breakout Exercise 1: Writing an Objective and Scope Statement
0930 – 0945	Break
0945 – 1100	Audit Planning & Preparation (cont'd) Breakout Exercise 2: Documentation Review
1100 – 1215	Audit Planning & Preparation (cont'd) Breakout Exercise 2: Documentation Review (cont'd)
1215 – 1230	Break
1230 – 1420	Audit Planning & Preparation (cont'd) Breakout Exercise 3: Creating an Audit Plan
1420 – 1430	Recap
1430	Lunch & End of Day Three

Day 4: Wednesday, 16th of April 2025

0730 – 0930	Performing the Audit <i>Breakout Exercise 4: Performing an Audit</i>
0930 – 0945	<i>Break</i>
0945 – 1100	Performing the Audit (cont'd) <i>Breakout Exercise 4: Performing an Audit (cont'd)</i>
1100 – 1215	Writing Nonconformity Statements <i>Breakout Exercise 5: Writing Nonconformity Statements</i>
1215 – 1230	<i>Break</i>
1230 – 1420	Writing Nonconformity Statements (cont'd) <i>Breakout Exercise 5: Writing Nonconformity Statements (cont'd)</i>
1420 – 1430	Recap
1430	<i>Lunch & End of Day Four</i>

Day 5: Thursday, 17th of April 2025

0730 – 0930	Closing Meeting
0930 – 0945	<i>Break</i>
0945 – 1100	Completing the Audit Report
1100 – 1215	Completing the Audit Report (cont'd)
1215 – 1230	<i>Break</i>
1230 – 1300	Corrective Action a Closeout <i>Management Systems Auditing Written Exam</i>
1300 – 1315	Course Conclusion
1315 – 1415	COMPETENCY EXAM
1415 – 1430	<i>Presentation of Course Certificates</i>
1430	<i>Lunch & End of Course</i>

Practical Sessions

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



Course Coordinator

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