Tytuł szkolenia: Certified TIA-942 Internal Auditor (CTIA)

Kod szkolenia: H7G62S

Wprowadzenie

This course builds further on the technical understanding of the standard acquired in the **CTDC (Certified TIA-942 Design Consultant)** course (H7G61S). It enables participants to develop skills and knowledge to conduct an internal audit program by applying widely recognized audit principles, procedures, and techniques which are aligned with the ISO-19011 auditing guideline.

Adresaci szkolenia

The primary audiences for this course are senior quality assurance professionals and managers, enterprise managers responsible for governance and risk management, technical experts, project managers and consultants, internal auditors, and compliance officers—virtually anybody involved in ANSI/TIA-942 compliance certification-related projects, either from an end-user or vendor perspective.
Participants must hold a valid CTDCcertificate in order to be able to register for the CTIA class.

Cel szkolenia

After completion of the course, the participant will be able to:

- Prepare the organization for an audit according to ANSI/TIA-942 including preparation of the required documents, resource planning and management of the audit process itself
- Conduct an internal audit according to ANSI/TIA-942 following ISO-19011 guidelines
- Facilitate and support the external audit to ANSI/TIA-942
- Manage the post-audit process with respect to CAR (Corrective Action Reports), gap closing, and final certification
- Facilitate surveillance and recertification audits

Czas i forma szkolenia

- 14 godzin (2 dni x 7 godzin), w tym wykłady i warsztaty praktyczne.

Plan szkolenia

Fundamental concepts and process of an internal audit
   a. Terms and definitions
   b. Difference between an internal and external auditor
   c. Audit principles
   d. Auditor competency requirements

Managing an audit program
   a. Establishing the audit objectives
   b. Establishing the audit program

Planning the audit
   a. Planning the schedule
   b. Resource planning
   c. Tools/equipment required
   d. Document requirements
      - Design documents
      - Process documents
      - Declarations

Conducting the audit
   a. Conducting an opening meeting
   b. Conducting the audit
   c. Interviews
   d. Document review
   e. Facility review
   f. Typical non-conformities
      - Architectural
      - Electrical
      - Mechanical
      - Telecommunications
   g. Preparing the audit conclusions
   h. Conducting the closing meeting

Preparing and distributing the audit report
   a. Audit report requirements
   b. Classification of non-conformities
   c. Typical format of an audit report

Following up on the audit
   a. The CAR—Corrective action report
   b. Evaluation of the corrective action report

Requesting a formal external audit

Issuing a conformity certificate
   a. Requirements of the certificate
   b. Registration of the certificate

Surveillance audits

Recertification audits

Exam (Certified TIA-942 internal auditor)