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Riyadh - Al Khaleej District - Sheikh Abdul Aziz Bin Abdul Rahman Bin Bishr Street - 13223 - Office No. 5 | P.O.BOX : 13224

Course: TQM Continuous Improvement Internal Auditing Reporting Skills

Code	City	hotel	Start	End	price	Language - Hours
MT-285SA	Al Baha	Hotel Meeting	2027-01-31	2027-02-04	10950 SR	En - 25

Course Introduction:

Total Quality Management (TQM) is a structured approach to improving processes, enhancing efficiency, and ensuring continuous organizational growth. Effective internal auditing and reporting are crucial in maintaining quality standards and driving continuous improvement. This training program provides professionals with the necessary tools to implement TQM principles, conduct internal audits, and develop effective reporting strategies.

Through hands-on exercises, real-world case studies, and interactive discussions, participants will gain practical skills to enhance quality management, identify improvement opportunities, and drive performance excellence within their organizations.

Course Objectives:

By the end of this course, participants will be able to:

- Understand and apply the core principles of Total Quality Management (TQM).
- Develop and implement continuous improvement strategies.
- Conduct internal audits effectively in line with quality management systems.
- Identify non-conformities and corrective actions through structured auditing.
- Enhance reporting skills for clear and effective communication of audit findings.
- Align quality improvement initiatives with organizational goals and compliance requirements.

Target Audience:

- Quality Managers and Quality Assurance Professionals.
- Internal Auditors and Compliance Officers.
- Operations and Process Improvement Specialists.
- Risk Management and HSE Professionals.
- Project Managers and Business Leaders.
- Anyone involved in quality management and process improvement.

Course Content:

Fundamentals of Total Quality Management (TQM)

- Core concepts and principles of TQM.
- The role of leadership in quality management.
- Key quality tools and techniques (PDCA, Six Sigma, Kaizen, etc.).
- Integrating TQM with organizational strategy.
- Measuring quality performance through KPIs.
- Case study: Successful implementation of TQM in organizations.

Continuous Improvement Strategies

- Lean methodology and waste reduction techniques.
- Process improvement models (Kaizen, DMAIC, and PDCA).
- Identifying root causes and corrective actions.
- Engaging employees in quality improvement initiatives.
- Monitoring and sustaining continuous improvement efforts.
- Workshop: Developing a continuous improvement action plan.

Internal Auditing for Quality Management Systems

- Objectives and scope of internal audits.
- Planning and conducting quality audits.

- Risk-based auditing approaches.
- Identifying non-conformities and areas for improvement.
- Audit reporting and corrective action tracking.
- Case study: Internal audit findings and resolution strategies.

Effective Reporting and Communication Skills

- Structuring audit and quality reports for clarity and impact.
- Writing concise and actionable audit findings.
- Presenting audit results to management and stakeholders.
- Using data visualization tools for reporting.
- Handling difficult audit discussions professionally.
- Workshop: Writing and presenting an internal audit report.

Implementing and Sustaining Quality Improvement Programs

- Aligning quality initiatives with business objectives.
- Creating a culture of continuous improvement.
- Overcoming resistance to change in quality programs.
- Benchmarking and best practices in quality management.
- Preparing for external audits and regulatory compliance.

The Scandinavian Academy for Training Center adopts the latest scientific and professional methodologies in training and human resource development, aiming to enhance the efficiency of individuals and organizations. Training programs are delivered through a comprehensive approach that includes:

- Theoretical lectures supported by PowerPoint presentations and visual materials (videos and short films).
- Scientific evaluation of participants before and after the program to measure progress and knowledge acquisition.
- Brainstorming sessions and practical role-playing to simulate real-life scenarios.
- Case studies tailored to align with the training content and participants work nature.
- Assessment tests conducted at the end of the program to evaluate the achievement of training objectives.

Each participant receives the training material (both theoretical and practical) in printed form and saved on a CD or flash drive. Detailed reports, including attendance records, final results, and overall program evaluations, are also provided.

Training materials are prepared professionally by a team of experts and specialists in various fields. At the end of the program, participants are awarded a professional attendance certificate, signed and accredited by the Scandinavian Academy for Training Center.

Program Timings: 9:00 AM to 2:00 PM

The program includes:

- A daily buffet provided during the sessions to ensure participants comfort.
- A closing ceremony on the final day to distribute certificates and celebrate participants achievements.
- **Note: All prices are exclusive of 15% Value Added Tax (VAT).**

Our Success Partners

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