

Module Title : **Course CTIA : Certified TIA-942 Internal Auditor**
Duration : **2 days**

Course Description

As ANSI/TIA-942 has become the data centre standard of choice for many organisations across the globe, it is imperative for these organisations to verify the correct implementation of the standard via a stringent audit process in line with the ISO guidelines for auditing. This two-day intensive course builds further on the technical understanding of the standard acquired in the CTDC® (Certified TIA-942 Design Consultant) course. It enables participants to develop skills and knowledge to conduct an internal audit program by applying widely recognised audit principles, procedures and techniques which are aligned with the ISO-19011 auditing guideline.

Audience

The primary audiences for this course are quality directors and quality assurance managers, managers responsible for the governance of an enterprise and management of its risks, technical experts, project managers and consultants, internal auditors, compliance officers and virtually anybody involved in ANSI/TIA-942 compliance certification related projects either from an end-user or vendor perspective.

Prerequisites

Participants must hold a valid CTDC® certificate in order to be able to register for the CTIA® class.

At Course Completion

After completing this course, you will be able to:

- Understand the relationship between the ANSI/TIA-942 audit system, including risk management, controls and compliance with the requirements of different stakeholders of the organisation
- Prepare the organisation for an audit to ANSI/TIA-942 including preparation of the required documents, resource planning and management of the audit process itself
- Conduct an Internal audit to ANSI/TIA-942 following ISO-19011 guidelines
- Facilitate and support the external audit to ANSI/TIA-942
- Manage the 'after the audit' process with respect to CAR (Corrective Action Reports), gap closing and final certification
- Facilitate surveillance and recertification audits.

Course Outline

Fundamental concepts and process of an internal audit to ANSI/TIA-942

- Terms and definitions
- Difference between an internal and external auditor
- Principles of auditing
- Auditor competence requirements

Managing an audit programme

- Establishing the audit objectives
- Establishing the audit programme

Planning the audit to ANSI/TIA-942

- Planning the schedule
- Resource planning
- Tools/equipment required
- Document requirements
 - Design documents
 - Process documents
 - Declarations

Conducting the audit to ANSI/TIA-942

- Conducting an opening meeting
- Document review
- Facility review
- Typical non-conformities
 - Architectural
 - Electrical
 - Mechanical
 - Telecommunications
- Interviews
- Communication during the audit
- Identifying and documenting audit findings
- Preparing audit conclusions

- Conducting the closing meeting

Preparing and distributing the audit report

- Audit report requirements
- Classification of non-conformity
- Typical format of an audit report

Following up on the audit

- The CAR – Corrective Action Report
- Evaluation of CAR action plans

Issuing a conformity certificate

- Requirements of the certificate
- Registration of the certificate

Requesting a formal external audit

Surveillance audits

Recertification audits

Exam (Certified TIA-942 Internal Auditor)