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QUALITY MANAGEMENT SYSTEMS – ISO 9001:2008

Understanding ISO 9001:2008 – 1 day		Course times 9.00am – 5.00pm
Course fee \$485 incl gst		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Explain the concepts of quality management Describe quality management definitions, concepts, and guidelines Identify the 8 management principles and their application Outline the application and requirements of ISO 9001:2008 	<ul style="list-style-type: none"> Those deciding whether to implement quality management systems in their organization Those looking to understand the benefits of quality management for their organization Those starting a career in quality management Managers wanting a high level understanding of quality systems, elements and benefits 	<ul style="list-style-type: none"> There are no prerequisites for this course
Course Dates		
Sydney	Melbourne	Brisbane
Mar 3, May 5, Jul 1, Sep 13, Nov 2	Jan 29, Apr 14, Aug 2, Dec 1	Feb 12, Jun 2, Oct 8
This course can also be delivered for a group of delegates on your site, please call 1300 730 134		
Implementing ISO 9001:2008 – 2 days		Course times 9.00am – 5.00pm
Course fee \$895 incl gst		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Describe the process approach, the 8 quality management principles, and apply them to the requirements of ISO 9001:2008 Define the scope of a quality management system. Explain the structure of ISO 9001:2008 and how it applies to the organization Produce a plan for implementation Identify and justify the resources required for implementation Facilitate development of processes, policies, objectives, documentation and measurement techniques 	<ul style="list-style-type: none"> Anyone involved in defining, planning or implementing an ISO 9001 Quality Management System Management representatives Implementation team members 	<ul style="list-style-type: none"> Basic knowledge of ISO 9001 would be beneficial
Course Dates		
Sydney	Melbourne	Brisbane
Apr 21-22	Nov 11-12	Aug 9-10
This course can also be delivered for a group of delegates on your site, please call 1300 730 134		

REGISTRATION:


To register for any of our courses go to

www.bsigroup.com.au/training

or call us on 1300 730 134

QUALITY MANAGEMENT SYSTEMS – ISO 9001:2008

Internal Auditing ISO 9001:2008 – 2 days		Course times 9.00am – 5.00pm
Course fee \$895 incl gst		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Identify the principles of auditing and auditor responsibilities Plan an internal audit Conduct informal opening and closing meetings Conduct an audit based on process identification, sampling and questioning Provide verbal and written feedback Document concise nonconformities Effectively report on an audit Follow-up on corrective actions 	<ul style="list-style-type: none"> Quality professionals with knowledge of quality management systems and ISO 9001 Individuals interested in conducting first-party or second-party audits Management representatives 	<ul style="list-style-type: none"> Prior knowledge of the ISO 9001:2008 standard or completion of our Understanding ISO 9001 course is recommended.
Course Dates		
Sydney	Melbourne	Brisbane
Feb 1-2, Jun 28-29, Oct 27-28	Mar 1-2, Jul 15-16,	May 12-13, Sep 16-17
This course can also be delivered for a group of delegates on your site, please call 1300 730 134		

Lead Auditor ISO 9001:2008 – 4 days		Course times 9.00am – 5.00pm
Course fee \$2295 incl gst		
 This course comprises the following three RABQSA TPECS Competency Units whose outcomes are certified by RABQSA		
<ul style="list-style-type: none"> QM – Quality Management Systems AU – Management Systems Auditing TL – Leading Management Systems Audit Teams 		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Understand quality management definitions, concepts and guidelines Understand the requirements of the ISO9001:2008 standard Apply ISO 19011:2002 definitions, concepts and guidelines Recognise the principles, practices and types of audits Conduct all phases of an internal audit Prepare and present effective reports How to plan audits Understand audit team leader responsibilities Communicate effectively during an audit Conduct closing meetings Report audit results 	<ul style="list-style-type: none"> Individuals interested in conducting first party, second party and third party audits Management representatives Quality Directors Managers Engineers Consultants 	<ul style="list-style-type: none"> A prior review of the ISO 9001:2008 standard is required and internal audit experience is suggested for this course
Course Dates		
Sydney	Melbourne	
May 24-27	Sep 6-9	

ENVIRONMENTAL MANAGEMENT SYSTEMS – ISO 14001

Understanding ISO 14001 – 1 day		Course times 9.00am – 5.00pm
Course fee \$485 incl gst		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Understand environmental management definitions, concepts and guidelines Understand the requirement of the ISO 14001 standard Interpret the clauses of ISO 14001 Understand the importance and benefits of an environmental management system 	<ul style="list-style-type: none"> Those involved in the support or implementation of ISO 14001 Those looking to understand the benefits of an environmental management system Managers wanting a high level understanding of environmental management systems, elements and benefits 	<ul style="list-style-type: none"> There are no prerequisites for this course
Course Dates		
Sydney	Melbourne	Brisbane
Feb 9, Jun 30, Oct 11	May 19, Sep 3, Nov 8	Mar 12, Jul 19
This course can also be delivered for a group of delegates on your site, please call 1300 730 134		
Implementing ISO 14001 – 2 days		Course times 9.00am – 5.00pm
Course fee \$895 incl gst		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Understanding what ISO 14001 means for a business Undertaking an initial environmental review Core planning aspects of environmental management – regulatory and impact issues Developing an effective environmental policy Developing and delivering meaningful objectives and targets Analysing and establishing operational controls 	<ul style="list-style-type: none"> Managers responsible for environment, quality, health and safety, change management and project management Management representatives Implementation team members 	<ul style="list-style-type: none"> It is recommended that students have a basic knowledge of the environmental management systems standard ISO 14001
Course Dates		
Sydney	Melbourne	Brisbane
Feb 10-11, Aug 4-5	Jun 17-18, Nov 18-19	Mar 15-16, Jul 20-21
This course can also be delivered for a group of delegates on your site, please call 1300 730 134		

DISTANCE LEARNING COURSES

Finding time for training - whether you are an employee with a demanding full time job or an employer with a business to run - is not always easy. BSI distance learning courses have a modular structure, which means they can be studied one step at a time. BSI offers 3 popular qualifications as distance learning courses:


Diploma in Quality Management

Certificate in Occupational Health & Safety Management Systems

Certificate in Environmental Management Systems

ENVIRONMENTAL MANAGEMENT SYSTEMS – ISO 14001


Internal Auditing ISO 14001 – 2 days		Course times 9.00am – 5.00pm
Course fee \$895 incl gst		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Understand Environmental Management definitions, concepts and guidelines Understand the requirements of the ISO 14001 series Understand the process approach Manage an audit program Conduct auditing activities according to ISO 19011:2002 Communicate effectively during the audit Understand auditor responsibilities Identify types of audits Follow the audit process 	<ul style="list-style-type: none"> Environmental Management representatives Auditors from other disciplines Quality Directors Health, Safety and Environmental managers Cross functional team members of implementation projects 	<ul style="list-style-type: none"> It is recommended that students have a working knowledge of the environmental management systems standard ISO 14001
Course Dates		
Sydney	Melbourne	Brisbane
Mar 9-10, Jul 26-27, Nov 29-30	Aug 19-20	Apr 19-20, Dec 6-7
This course can also be delivered for a group of delegates on your site, please call 1300 730 134		

Lead Auditor ISO 14001 – 4 days		Course times 9.00am – 5.00pm
Course fee \$2295 incl gst		
 <p>This course comprises the following three RABQSA TPECS Competency Units whose outcomes are certified by RABQSA</p> <ul style="list-style-type: none"> EM – Environmental Management Systems AU – Management Systems Auditing TL – Leading Management Systems Audit Teams 		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Understand environmental management definitions, concepts and guidelines Understand the requirements of the ISO 14001 series Identify aspects and impacts Manage an audit program Initiate the audit and conduct opening meetings Understand auditor responsibilities Understand environmental legislation Communicate effectively during the audit Generate audit findings Conduct closing meetings Report audit results 	<ul style="list-style-type: none"> Environmental Management representatives Quality Directors Regulatory affairs managers Health, Safety and Environmental managers Individuals interested in conducting first-party, second-party or third-party audits Cross functional team members of an implementation project 	<ul style="list-style-type: none"> Understand environmental management definitions, concepts and guidelines
Course Dates		
Sydney	Brisbane	
Jun 7-10	Feb 22-25	

OCCUPATIONAL HEALTH & SAFETY – OHSAS 18001_ AS/NZS 4801

Understanding OHS – 1 day		Course times 9.00am – 5.00pm
Course fee \$485 incl gst		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Understand the background to Occupational Health and Safety Management Systems Identify the benefits of an effective OHS system Identify the requirements of BS OHSAS 18001_AS/NZS 4801 	<ul style="list-style-type: none"> Quality, safety and environmental managers/advisors Anyone involved in an OHS management framework Managers & Company Directors who are legally responsible for health and safety in the workplace 	<ul style="list-style-type: none"> There are no prerequisites for this course
Course Dates		
Sydney	Melbourne	Brisbane
Apr 29, Sep 15	Mar 22, Oct 13	Jan 28, Jun 21
This course can also be delivered for a group of delegates on your site, please call 1300 730 134		
Implementing an OHS management system – 2 days		Course times 9.00am – 5.00pm
Course fee \$895 incl gst		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Understand the background to Occupational Health and Safety Management Systems Understand the system requirements of BS OHSAS 18001 & AS/NZS 4801 Identify legal and other requirements Establish tools and techniques for the implementation process 	<ul style="list-style-type: none"> Health and Safety managers and advisors Quality and environmental managers Staff with responsibility for implementing an OHS management system Managers & Company Directors wanting to know more about OHS or those in high risk industries 	<ul style="list-style-type: none"> A basic knowledge of OHSAS 18001 or AS/NZS 4801 would be beneficial
Course Dates		
Sydney	Melbourne	
Nov 22-23	Mar 23-24	
This course can also be delivered for a group of delegates on your site, please call 1300 730 134		
Internal Auditing OHS – 2 days		Course times 9.00am – 5.00pm
Course fee \$895 incl gst		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Understand OHS definitions, concepts and guidelines Understand the requirements of OHSAS 18001_AS/NZS 4801 Manage an audit program Communicate effectively during the audit Understand auditor responsibilities Identify types of audits Follow the audit process 	<ul style="list-style-type: none"> Health & Safety managers Integrated risk managers Quality managers 	<ul style="list-style-type: none"> It is recommended that students have a working knowledge of the OHS standards OHSAS 18001_AS/NZS 4801
Course Dates		
Sydney	Melbourne	Brisbane
May 17-18, Aug 30-31, Dec 9-10	Feb 18-19, Jul 29-30	Oct 14-15
This course can also be delivered for a group of delegates on your site, please call 1300 730 134		

INFORMATION SECURITY MANAGEMENT – ISO/IEC 27001

Understanding ISO/IEC 27001 – 2 days		Course times 9.00am – 5.00pm
Course fee \$895 incl gst		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Understand the basics of information security Understand the development, history and current status of ISO/IEC 27001 Identify reasons to adopt an information security management system Identify costs and resources to implement an information security management system Understand the available information security controls 	<ul style="list-style-type: none"> Senior managers IT security officers IT managers Management system managers Information security administrators 	<ul style="list-style-type: none"> This is an introductory course designed for individuals with little or no previous knowledge of information security management systems
Course Dates		
Sydney		Melbourne
May 10-11		Oct 6-7
This course can also be delivered for a group of delegates on your site, please call 1300 730 134		
Lead Auditor ISO/IEC 27001 – 5 days		Course times 9.00am – 5.00pm
Course fee \$2295 incl gst		
 Certified course (A17287) This course is registered by the governing board of the IQA - International Register of Certified Auditors (IRCA) and meets the training requirements of those seeking registration as a lead auditor under that scheme		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Understand the importance of information security in accordance with ISO/IEC 27001:2005 Identify security threats and vulnerabilities Selection of security controls Managing and leading an audit team Interview techniques Audit reporting 	<ul style="list-style-type: none"> IT and Quality professionals Existing auditors who wish to expand their auditing skills Consultants who wish to provide advice on ISO 27001:2005 systems 	<ul style="list-style-type: none"> A prior knowledge of ISO/IEC 17799:2000 and ISO/IEC 27001:2005 and knowledge of information security practices is required
Course Dates		
Sydney Feb 15-19, Oct 18-22		

ISO/IEC 27001 Lead Auditor course client testimonial.....

“An excellent training course and a great source of information for any organization or company planning to get an ISO 27001 certification. The course was loaded with practical exercises and real-case scenarios and was structured in such a way that it encouraged participants to be interactive and share their experiences in information security. There was no time to feel bored! It was so dynamic and interesting that five days of the training passed as a day for me.... it was definitely worth the money and time and I am now even contemplating including auditing in my career path”

Nataliya Stephenson Manager, Information Security NSW Attorney General's Department

ENERGY MANAGEMENT SYSTEMS – BS EN 16001

Lead Auditor BS EN 16001 – 5 days		Course times 9.00am – 5.00pm
Course fee \$2895 incl gst		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Describe the purpose of an energy management system Interpret the requirements of EN 16001:2009 in the context of an audit Explain the purpose, content and interrelationship of EN 16001 Explain the role of an auditor to plan, conduct, report and follow up on an energy management system audit in accordance with ISO 19011:2002 Plan, conduct, report and follow up on an EnMS audit based on good process identification, sampling and questioning 	<ul style="list-style-type: none"> Energy managers Energy managers/coordinators Facilities/plant managers Environmental or quality managers Consultants Individuals interested in conducting first-party and/or third-party audits of energy management systems 	<ul style="list-style-type: none"> This course has no formal prerequisites but it is recommended participants have a good understanding of the concepts of Energy Management before attending this course
Course Dates		
Sydney Aug 23-27		

MEDICAL DEVICES – ISO 13485

Lead Auditor ISO 13485 – 5 days		Course times 9.00am – 5.00pm
Course fee \$2895 incl gst		
Learning Objectives	Who should attend	Prerequisites
<ul style="list-style-type: none"> Understand Quality Management definitions, concepts and guidelines Understand Quality management principles Interpret all clauses of ISO 13485:2003 Apply principles of PD ISO/TR 14969:2004 and ISO 14971:2001 Apply ISO 19011:2002 definitions, concepts and guidelines Apply principles of ISO 19011:2002 the auditing process Manage an audit program Initiate the audit and conduct opening and closing meetings Communicate effectively during the audit General audit findings Prepare audit conclusions Report audit results Conduct an audit follow-up 	<ul style="list-style-type: none"> Management representatives Quality Directors Auditors of medical device manufacturing firms Managers Engineers Consultants Those engaged in the design, manufacturer or distribution of medical devices 	<ul style="list-style-type: none"> A pre-course assignment must be completed before the first day of the course. A prior review of the ISO 13485:2003 standard and internal audit experience are strongly recommended for this course
Course Dates		
Sydney Sep 20-24		

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