

HKQAA TRAINING PLANNER (2021)

Courses Title	Master Code	Duration (Day)	Fees HKS	Feb	March	April	May
Quality & Integrated Management Systems							
ISO 9001:2015 QMS - Understanding & Application ISO 9001:2015 質量管理體系 - 理解與應用 (U&A)	VM1	1	1580/*1380	VM1C/HK-02A 9-Feb	VM1C/HK-03A 2-Mar	VM1C/HK-04A 9-Apr	VM1C/HK-05A 5-May
ISO 9001:2015 QMS - Internal Auditor Training ISO 9001:2015 質量管理體系 - 內部質量管理體系審核員培訓	VM3	2	3300/*3100	VM3C/HK-02A 25-26 Feb	VM3C/HK-03A 25-26 Mar	VM3C/HK-04A 22-23 Apr	VM3C/HK-05A 27-28 May
CQI & IRCA Certified ISO 9001:2015 QMS Lead Auditor ISO 9001:2015 質量管理體系 - 主任審核員證書培訓課程(CQI & IRCA認可)	QMS/IRCA	5	9800/ 9300*		WS03E/HK-03A 8-13 Mar		
ISO 9001:2015 QMS Documentation ISO 9001:2015 質量管理體系文件	QMS4	1	1680/ 1580*				QMS4C/HK-05A 7-May
ISO 9001:2015 QMS - Advanced Internal Auditing Techniques ISO 9001:2015 品質管理體系 - 進階內部審核技巧	QMS5	2	3500/ 3300*			QMS5C/HK-04A 22-23 Apr	
Understanding and Application of an Integrated Management System (IMS) 整合管理體系(IMS) 的理解與應用	IMS5	2	3500/ 3300*		IMS5C/HK-03A 1-2 Mar		IMS5C/HK-05A 17-18 May
Sustainability (Environmental and CSR)							
ISO 14001:2015 EMS - Understanding & Application ISO 14001:2015 環境管理體系 - 理解與應用	EMS2	1	1580/*1380	EMS2C/HK-02A 10-Feb	EMS2C/HK-03A 9-Mar	EMS2C/HK-04A 12-Apr	EMS2C/HK-05A 6-May
ISO 14001:2015 EMS - Internal Auditor Training ISO 14001:2015 環境管理體系 - 內部環境管理體系審核員培訓	EMS3	2	3300/*3100	EMS3C/HK-02A 23-24 Feb	EMS3C/HK-03A 23-24 Mar	EMS3C/HK-04A 20-21 Apr	EMS3C/HK-05A 17-19 May
CQI & IRCA Certified ISO 14001:2015 EMS Lead Auditor ISO 14001:2015 環境管理體系 - 主任審核員證書培訓課程(CQI & IRCA認可)	EMS/IRCA	5	9800/ 9300*				
ISO 14064-1:2018 Greenhouse Gases - Transition Course ISO 14064 溫室氣體排放查驗 - 轉版課程	EM26	1	1630				
ISO 50001:2018 Energy Management Systems - Transition Course ISO 50001:2018 能源管理體系 - 轉版課程	EM21	1	1580/*1380				
ISO 50001:2018 Energy Management Systems - Internal Auditor Training ISO 50001:2018 ISO 50001:2018 能源管理體系 - 內部審核員培訓	EM08	2	3300/*3100				
ISO 50001:2018 Energy Management Systems- Understanding & Application ISO 50001:2018 能源管理體系 - 理解與應用	EM07	1	1580/*1380	EM07C/HK-02A 4-Feb			
Occupational Health and Safety Management							
ISO 45001:2018 OHSMS - Understanding & Application ISO 45001:2018 職業健康安全管理体系 - 理解與應用	OH19	1	1580/*1380	OH19C/HK-02A 11-Aug	OH19C/HK-03A 3-Mar	OH19C/HK-04A 8-Apr	OH19C/HK-05A 3-May
ISO 45001:2018 OHSMS - Internal Auditor Training ISO 45001:2018 職業健康安全管理体系 - 內部審核員培訓	OH20	2	3300/*3100	OH20C/HK-02A 18-19 Feb	OH20C/HK-03A 29-30 Mar	OH20C/HK-04A 26-27 Apr	OH20C/HK-05A 12-13 May
F&B - Hygiene, Food Safety & Wine Storage							
ISO 22000:2018 FSMS - Understanding and Application ISO 22000:2018 食品安全管理體系 - 理解與應用	HA5	1	1600/ 1500*	HA5C/HK-02A 8-Feb	HA5C/HK-03A 8-Mar	HA5C/HK-04A 7-Apr	HA5C/HK-05A 7-May
ISO 22000:2018 FSMS - Internal Auditor Training ISO 22000:2018 食品安全管理體系 - 內部審核員培訓	HA7	2	3500/ 3300*	HA7C/HK-02A 24-25 Feb	HA7C/HK-03A 17-18 Mar	HA7C/HK-04A 15-16 Apr	HA7C/HK-05A 11-12 May
ISO 22000:2018 FSMS Transition Course ISO 22000:2018 食品安全管理體系審核員轉版課程	HA14	1	1600/ 1500*		HA14C/HK-03A 26-Mar	HA14C/HK-04A 27-Apr	
ISO 22000:2018 FSMS Implementation Course ISO 22000:2018 實施食品安全管理體系課程	HA9	2	3700/ 3500*				HA9C/HK-05A 3-4 May
Implementing HACCP for Food Businesses Programme	HA10	2	3700/ 3500*				HA10C/HK-05A 6-7 May
Master Workshop on HACCP 食品危害分析重點控制 HACCP	HA16	10 hours	2200		HA16C/HK-03A 4,11&18 Mar		
Certificate Course for Food Hygiene Managers 食品衛生經理證書課程	M091	3	1500/ *1600	M091C/HK-02E (English) 25 Feb, 4 & 11 Mar	M091C/HK-03A 17, 24 & 31 Mar		
Trainer Certificate for Food Safety Practitioners 食品安全專業導師證書課程	M935	24-26 hours	6300		M935C/HK-02A 27 Feb, 6,13 & 20 Mar		
Nutritious Soft Meals Course 營養軟餐課程	M937	9 hours	2500		M937C/HK-03A 9, 16 & 23 Mar		
Food Safety in Food Allergen Course 食品安全食物致敏原課程	M938	9 hours	2500				
Foundation of HKQAA Wine Storage Management Systems Specifications 建立優良存酒設備 - 基礎課程	QM04	1	1500			QM04C/HK-04A 12-Apr	
Pharmaceutical and Cosmetic							
Optimization of Secondary Packaging Process and Warehouse Management 優化藥物二次包裝工作坊	M800	4 hours	1600				
Pharmaceutical Labelling Requirement & Legal Aspect of Secondary Packaging 香港藥物標籤條例	M801	4 hours	1600				
ISO13485:2016 Medical Devices - QMS - Requirements for Regulatory Purposes Understanding & Application ISO13485:2016 醫療器材品質管理系統標準 - 理解與應用	MT22	1	1580		MT22C/HK-03A 24-Mar	MT22C/HK-04A 9-Apr	
ISO13485:2016 Medical Devices - QMS - Requirements for Regulatory Purposes - Internal Auditor ISO 13485:2016 醫療器材品質管理系統 - 主任審核員(CQI & IRCA認可)	MT77	1	1580		MT77C/HK-03A 15-16 Mar	MT77C/HK-04A 29-30 Apr	
Technology, Telecommunications, Information Security and Management							
ISO/IEC 27001:2013 ISMS - Understanding & Application ISO/IEC 27001:2013 資訊安全管理系統 - 理解與應用	ISE3	1	1730/ 1630*		ISE3C/HK-03A 15-Mar	ISE3C/HK-04A 16-Apr	ISE3C/HK-05A 12-May
ISO/IEC 27001:2013 ISMS - Internal Auditor Training ISO/IEC 27001:2013 資訊安全管理系統 - 內部審核員培訓	ISE7	2	3400/ 3300*	ISE7C/HK-02A 22-23 Feb	ISE7C/HK-03A 29-30 Mar	ISE7C/HK-04A 29-30 Apr	
CQI & IRCA Certified ISO/IEC 27001:2013 ISMS Lead Auditor Training ISO/IEC 27001:2013 資訊安全管理系統 - 主任審核員(CQI & IRCA認可)	ISMS/IRCA	5	9800/ 9300*		WS16E/HK-03A 15-19 Mar		
Implementation of ISO/IEC 27001:2013 ISMS ISO/IEC 27001:2013 實踐信息安全管理体系	ISE5	2	3500/ 3300*		ISE5C/HK-03A 18-19 Mar		ISE5C/HK-05A 6-7 May
Law and Legislation (Hong Kong, Macau & China) (M901)							
Fundamental Contract Law for Managers and Professionals 管理者必須認識的合同法	M906	1	1500			M906C/HK-04A 16-Apr	
Legal Fundamentals of Tendering 招標法律基礎	M909	1	1500	M909C/HK-02A 19-Feb	M909C/HK-03A 12-Mar	M909C/HK-04A 22-Apr	
Negotiation and Mediation Skills for Managers and Professionals 商業談判及調解技巧 - 管理及專業人士必用法律	M911	1	1500	M911C/HK-02A 22-Feb		M911C/HK-04A 19-Apr	
Fundamental Law for Office Administrators 行政人員基礎法律知識	M920	1	1500		M920C/HK-03A 24-Mar		
Legal Aspects of Patents and Copyrights - Uses and Protection 專利及版權法律精要 - 使用與保護	M921	1	1500	M921C/HK-02A 9-Feb		M921C/HK-04A 13-Apr	
Legal Aspects of Food Safety Management in Hong Kong 香港食物安全管理法律實務	M922	1	1500	M922C/HK-02A 23-Feb	M922C/HK-02A 15-Mar		
Introduction to Company Law for Non-lawyers 公司法入門 - 非法律人員必讀	M925	1	1500				
Legal Aspects for Financial Technology 金融科技的法律需知	M933	1	1500	M933C/HK-02A 23-Feb		M933C/HK-04A 27-Apr	
Essential Laws for Premises and Facilities Management 場所與設施管理必用法律	M923	1	1500				
Advanced Seminar on False Trade Description and Mis-selling 《商品說明條例》實用法律課程	M926	1	1500				
Essentials of Employment Contract & Related HR Law 僱用合約及相關人力資源法律精要	M928	1	1500	M928C/HK-02A 23-Feb			
Legal Essentials for Business Uses of Social Media 商用社交媒體的法律精要	M929	1	1500				
Updates on Insurance Law and Practice in Hong Kong 香港保險法與實務最新修訂	M932	1	1500	M932C/HK-03A 5-Feb			
Fundamentals of Negligence for Managers and Professionals 與疏忽有關的基礎法律、承擔責任及賠償風險	M907	1	1500				
Safety and Environmental Offences in Construction Projects 「知法守法」課程系列 - 解構違反安全及環保法例事故	M908	1	1500				
Essentials for Building Management 大廈管理法律實務精要	M943	1	1500			M943C/HK-04A 22-Apr	
10 Common Mistakes in Negotiating and Drafting Contracts --- And How to Avoid Them	M944	1	1500				
「道歉條例」實用法律課程	M114	1	1500	M909C/HK-02A 19-Feb	M909C/HK-03A 12-Mar		
Essentials of Apology Ordinance for Managers and Professionals 管理人員和專業人員的道歉條例要點	M949	1	1500				
New Landscape for Business Manager and Professionals on the Company Ordinance (Cap.622)	M953	1	1500		M953C/HK-03A 23-Mar		

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Customer Service: From Good To Great							
ISO 10002:2018 Customer Satisfaction - Guidelines for Complaints Handling - Understanding & Application ISO 10002:2018 客戶滿意度 - 投訴處理指引 - 理解與應用	MT14	1	1580		MT14C/HK-03A 10-Mar	MT14C/HK-04A 9-Apr	
ISO 10002:2018 Customer Satisfaction - Guidelines for Complaints Handling - Internal Auditor Training ISO 10002:2018 客戶滿意度 - 投訴處理指引 - 內部審核員培訓	MT56	2	3300		MT56C/HK-03A 15-16 Mar	MT56C/HK-04A 20-21 Apr	
ISO 10002:2018 Customer Satisfaction - Guidelines for Complaints Handling - Transition Training 客戶滿意度 - 投訴處理指引 - 轉版課程	MT73	1	1280		MT73C/HK-03A 15-Mar	MT73C/HK-04A 30-Apr	
Effective Complaint Handling & Risk Management in the Customer Service Centre 高效投訴管理技巧及服務中心風險管理	EW53	1	1200	EW53C/HK-02A 25-Feb	EW53C/HK-03A 30-Mar	EW53C/HK-04A 22-Apr	
Educational Organizations Management Systems							
ISO 21001:2018 Educational Organizations Management Systems Understanding & Application ISO 21001:2018教育機構管理體系認證 - 理解與應用	ED01	1	1580			ED01C/HK-04A TBC	
Business Continuity Management, Risk and Crises Management							
ISO 22301:2019 Business Continuity Management Systems - Understanding & Application ISO 22301:2019 營運持續管理體系 - 理解與應用	RM01	1	1600		RM01C/HK-03A 16-Mar	RM01C/HK-04A 7-Apr	
ISO 31000 Principles and Guidelines for Risk Management - Understanding & Application ISO 31000 風險管理的原因及指引 - 理解與應用	RM04	1	1600		RM04C/HK-03A 12-Mar	RM04C/HK-04A 7-Apr	
ISO 37001 Anti-Bribery Management Systems - Introduction ISO 37001 防貪管理體系入門	A001	9:00am-12:00pm	980		A001C/HK-03A 19-Mar		
ISO 55001:2014 Asset Management System - Understanding & Application ISO 55001:2014 資產管理體系 - 理解與應用	SM04	1	1600/ 1500*			SM04C/HK-04A 30-Apr	
Soft Skills Training Program							
Workshop on Developing Supervisory Skills & Leadership Charisma 強勢督導管理培訓工作坊**HOT!**	M022	1	1380 / 1280*	M022C/HK-02A 22-Feb		M022C/HK-04A 21-Apr	
Workshop on Strategic Compensation System Design 策略性薪酬設計培訓工作坊	M023	1	1380 / 1280*		M023C/HK-02A 10-Mar		
Workshop on Business Process Improvement 業務流程改善培訓工作坊	M024	1	1380 / 1280*	M024C/HK-02A 9-Feb			M024C/HK-05A 13-May
Workshop on Effective Project Management 有效項目管理培訓工作坊	M025	1	1380 / 1280*		M025C/HK-03A 24-Mar		
Workshop on Effective Performance Appraisal 個人績效管理工作坊	M026	1	1380 / 1280*		M026C/HK-03A 11-Mar		
Workshop on Effective Communication & Influencing Skills 有效溝通及影響技巧培訓工作坊	M028	1	1380 / 1280*		M028C/HK-03A 11-Mar		
點子爆發與創新思維工作坊	M940	1	1380 / 1280*		M940C/HK-03A 23-Mar	M940C/HK-03A 20-Apr	
Idea Exploration and Creative Thinking Workshop 強勢、魅力演說訓練班	M941	1	1380 / 1280*		M941C/HK-03A 25-Mar	M941C/HK-03A 21-Apr	
Powerful and Fascinating Presentation Training 入型入格識人術訓練班	M942	1	1380 / 1280*		M942C/HK-03A 24-Mar		M942C/HK-03A 20-May
職場讀心術 - 身體語言訓練班	M945	1	1380 / 1280*		M945C/HK-03A 26-Mar		M945C/HK-03A 13-May
Mind Reading Technique in Workplace - Body Language Training							
Entrepreneur Management Tools							
Implementation of HKQAA 5S in the Workplace Operation 實施 HKQAA 5S 在工作間的營運	GP03	1	1600/ 1500*		GP03C/HK-03A 5-Mar		GP03C/HK-05A 5-May
Team Building							
Zodiac: The Game of Business Finance and Strategy		1 to 2 Day(s)		我們專為企業提供度身定造的培訓，詳情可與本局課程經理洽談。 Ms. Joanne Chan (2202 9330 / joanne.chansm@hkqaa.org)			
Team Collaboration in LEGO® SERIOUS PLAY®		1 to 2 Day(s)					
Team Collaboration in Meaningful Micro-Film Production 微電影製作團建立		1 to 2 Day(s)					
The 7 Habits of Highly Effective People Signature Program		1 to 2 Day(s)					
Introduction to Design Thinking 設計思維入門		1 to 2 Day(s)					
大笑瑜伽領袖認證課程		1 to 2 Day(s)					
Money War 錢戰		1 to 2 Day(s)					

* Please refer the early bird payment deadline to our web-site
** QuEST Forum member
NTS approved course with 50% course fee reimbursement
Last Updated Date : 18 Feb 2021

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