


HKQAA TRAINING PLANNER (Aug-Nov 2017)

Courses Title	Duration (Day)	Fees HK\$	Course Code & Date			
			Aug	Sep	Oct	Nov
<b>Quality &amp; Integrated Management Systems</b>						
ISO 9001:2008 Quality Management Systems - Understanding & Application	1	1580				VM1C/HK-11B 1-Nov
ISO 9001:2008 Quality Management Systems - Internal QMS Auditor Training	2	3300	VM3C/HK-08C 3-4 Aug			VM3C/HK-11B 9-10 Nov
The Must-know Essentials for Quality System Management Representative	1	1680/ 1580*		MT23C/HK-09A 8-Sep		
ISO 9001:2015 Quality Management Systems - Understanding & Application	1	1580	VM1C/HK-08B 3-Aug	VM1C/HK-09A 6-Sep	VM1C/HK-10A 3-Oct	VM1C/HK-11A 2-Nov
ISO 9001:2015 Quality Management Systems - Internal QMS Auditor Training	2	3300	VM3C/HK-08B 23-24 Aug	VM3C/HK-09A 26-27 Sep	VM3C/HK-10A 30-31 Oct	VM3C/HK-11A 7-8 Nov
ISO 9001:2015 Quality Management Systems Documentation	1	1680/ 1580*				QMS4C/HK-11A 24-Nov
ISO 9001:2015 Series – QMS Auditor/Lead Auditor Transition Training Course (IRCA Approved) (English)	2	4800/ 4300*			QM06E/HK-10A 12-13 Oct	
CQI & IRCA Certified ISO 9001:2015 Lead Auditor (Quality Management Systems) Training Course (18030) (English)	5	12000/ 11500*			QMS/IRCA/10 16-20 Oct	
<b>Environmental Conservation</b>						
ISO 14001:2004 Environmental Management Systems - Internal EMS Auditor Training	2	3400/ 3300*	EMS3C/HK-08B 1-2 Aug			
ISO 14001:2015 Environmental Management Systems - Understanding & Application	1	1730/ 1630*			EMS2C/HK-10A 4-Oct	EMS2C/HK-11A 14-Nov
ISO 14001:2015 Environmental Management Systems - Internal EMS Auditor Training	2	3400/ 3300*	EMS3C/HK-08A 3-4 Aug		EMS3C/HK-10A 25-26 Oct	
ISO 14001:2015 Environmental Management Systems - Implementation and Documentation	1	1680/ 1580*				EMS8C/HK-11A 15-Nov
Risk and Opportunities based approach and Aspect Identification with Life Cycle Perspective	1	1680	EM19C/HK-08A 7-Aug			
CQI & IRCA Certified ISO 14001:2015 Lead Auditor (Environmental Management Systems) Training Course (18040) (English)	**NEW**	12000/ 11500*				EMS/IRCA/11 6-10 Nov
CQI & IRCA Certified ISO 14001:2015 Auditor Transition (Environmental Management Systems) (17967) (English)	**NEW**	4800/ 4300*				EM20E/HK-11A 30 Oct - 1 Nov
ISO 50001:2011 Energy Management Systems - Understanding & Application	1	1200/ 1080*			EM07C/HK-10A 6-Oct	
ISO 50001:2011 Energy Management Systems Auditor/Lead Auditor Training Course	5	9000/ 8000*	EM10C/HK-08A 14-18 Aug			
ISO 50001:2011 Energy Management Systems Auditor/Lead Auditor Conversion Training	3	6000/ 5500*	EM11C/HK-08A 14-16 Aug			
GreenHouse Gas Verifier Training	2	3500/ 3300*		EM09C/HK-09A 21-22 Sep		
<b>Occupational Health and Safety Management</b>						
OHSAS 18001:2007 Occupational Health and Safety Management Systems - Understanding & Application	1	1730/ 1630*		OHS8C/HK-09A 22-Sep		OHS8C/HK-11A 17-Nov
OHSAS 18001:2007 Occupational Health and Safety Management Systems - Internal OHS Auditor Training	2	3400/ 3300*	OHS9C/HK-08A 16-17 Aug		OHS9C/HK-10A 30-31 Oct	
Preparatory Course for ISO 45001 (Occupational Health & Safety Management Systems)	**NEW**	1680/ 1580*		OH18C/HK-09A 22-Sep		
Understanding of Factories and Industrial Undertakings (Safety Management) Regulation (F&IU(SM)R) for OHSAS 18001 Practitioners	**NEW**	1500	OH15C/HK-08A 16-Aug			
<b>Hygiene, Food Safety &amp; Wine Storage</b>						
Implementing HACCP for Food Businesses Programme	2	3500/ 3200*		HA10C/HK-09A 20-21 Sep		
ISO 22000:2005 Food Safety Management Systems - Understanding and Application	1	1600/ 1500*				HAS5C/HK-11A 10-Nov
ISO 22000 Food Safety Management Systems - Internal FSMS Auditor Training	2	3500/ 3300*	HA7C/HK-08A 28-29 Aug			
ISO 22000:2005 Food Safety Management Systems Implementation Course	2	3700/ 3500*		HA9C/HK-09A 12-13 Sep		
Foundation of HKQAA Wine Storage Management Systems Specifications	1	1500				QM04C/HK-11A 2-Nov
食品事故應變及風險管理課程	**NEW**	2000	M085C/HK-08A 7 & 16 Aug			
<b>Team Building</b>						
 Countdown®: A Strategy Game for Project Teams / Zodiac: The Game of Business Finance and Strategy	**NEW**	1 to 2				
Change Management / Team Collaboration in LEGO® SERIOUS PLAY®	**NEW**	1 to 2				
Team Collaboration in Meaningful Micro-Film Production	**NEW**	1 to 2				
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。 Mr. Anson Wong (2202 9395 / 6111 3855) / anson.wong@hkqaa.org						
<b>Personal Enrichment &amp; Certification</b>						
大笑瑜伽領袖認證課程	**NEW**	2	2700/ 2400*			
True Colors® 證書課程 個人致勝關鍵	**NEW**	1	1800/ 1600*	M083C/HK-09A 12-Sep		
九型人格系列 職位配對及團隊組合	**NEW**	1	1680	M089C/HK-09A 7-Aug		
The 7 Habits of Highly Effective People Signature Program	2	10000/ 9000*		PC01C/HK-09A 14-15 Sep	PC01C/HK-10A 26-27 Oct	
Hogan Assessment Certification Workshop 2017	2	18500		PC06E/HK-09A 13 & 14 Sep		PC06E/HK-11A 22-23 Nov
<b>Law and Legislation ( Hong Kong, Macau &amp; China)</b>						
Negotiation and Mediation Skills for Managers and Professionals	1	1500	M911C/HK-08A 10-Aug			M911C/HK-11A 3-Nov
Fundamental Law for Office Administrators	1	1500			M920C/HK-10A 18-Oct	
Fundamental Law for Education Administrators	1	1500		M917C/HK-09A 29-Sep		
Hong Kong Competition Law Fundamentals for Managers and Professionals	1	1500			M914C/HK-10A 4-Oct	
Legal Fundamentals of Tendering	1	1500		M909C/HK-09A 6-Sep		
Fundamental Contract Law for Managers and Professionals	1	1500	M906C/HK-08A 29-Aug			M906C/HK-11A 23-Nov
Fundamentals of Negligence for Managers and Professionals	1	1500			M907C/HK-10A 30-Oct	

Law and Legislation ( Hong Kong, Macau & China)							
Safety and Environmental Offences in Construction Projects		1	1500		M908C/HK-09A 14-Sep		
香港食物安全管理法律實務	**NEW**	1	1500			M922C/HK-10A 6-Oct	
場所與設施管理必用法律	**NEW**	1	1500		M923C/HK-09A 22-Sep		
Essential of Employment Ordinance	**NEW**	half-day	750	M924C/HK-08A 2-Aug			M924C/HK-11A 20-Nov
Introduction to Company Law for Non-lawyers	**NEW**	1	1500		M925C/HK-09A 21-Sep		M925C/HK-11A 15-Nov
《商品說明條例》法律進階班	**NEW**	1	1500			M926C/HK-10A 9-Oct	
Management Tools, Skill for Improvement							
ISO 37001 Anti-Bribery Management Systems - Introduction	**NEW**	half-day	980			A001C/HK-10A 23-Oct	
ISO 55001:2014 Asset Management System - Understanding & Application	**NEW**	1	1600/ 1500*	SM04C/HK-08A 4-Aug			
Implementation of HKQAA 5S in the Workplace Operation		1	1600/ 1500*	GP03C/HK-08A 24-Aug			
Workshop on Transforming HR Role as Strategic Partners		1	1080/ 980*			M063C/HK-10A 12-Oct	
Workshop on Developing Supervisory Skills & Leadership Charisma		1	1080/ 980*		M022C/HK-09A 19-Sep		
Workshop on Performance Management through KPI Setting		1	1080/ 980*			M021C/HK-10A 23-Oct	
Workshop on Business Process Improvement		1	1080/ 980*		M024C/HK-09A 18-Sep		
Workshop on Effective Project Management		1	1080/ 980*	M025C/HK-08A 22-Aug			M025C/HK-11A 23-Nov
Workshop on Effective Performance Appraisal		1	1080/ 980*		M026C/HK-09A 12-Sep		
Workshop on Effective Communication & Influencing Skills		1	1080/ 980*	M028C/HK-08A 18-Aug		M028C/HK-10A 20-Oct	
Introduction to Design Thinking	**NEW**	1	1800/ 1500*	M084C/HK-08A 28-Aug			M084C/HK-11A 30-Nov
Business English Series							
Professional Written Replies to Complaints Workshop		1	1400 / 1150*		M065E/HK-09A 1-Sep		
Report Writing Workshop		1	1400 / 1150*			M066E/HK-10A 31-Oct	
Effective Proposal Writing Workshop	**NEW**	1	1400 / 1150*	M068E/HK-08A 4-Aug			M068E/HK-11A 7-Nov
Effective Communication in Meetings	**NEW**	1	1400 / 1150*			M076E/HK-10A 9-Oct	
Effective Presentation Skills	**NEW**	1	1400 / 1150*	M077E/HK08A 9-Aug			M077E/HK11A 13-Nov
Business continuity Management, Risk and Crises Management							
ISO 22301 Business Continuity Management Systems - Understanding & Application		1	1600	RM01C/HK-08A 2-Aug			RM01C/HK-11A 13-Nov
ISO 31000:2009 Principles and Guidelines for Risk Management - Understanding & Application		1	1600	RM04C/HK-08A 2-Aug			RM04C/HK-11A 13-Nov
Customer Service: From Good To Great							
ISO 10002:2014 Customer Satisfaction - Guidelines for Complaints Handling - Understanding & Application		1	1280	MT14C/HK-08A 16-Aug		MT14C/HK-10A 6-Oct	
ISO 10002:2014 Customer Satisfaction - Guidelines for Complaints Handling - Internal Auditor Training		2	3200/ 3000*			MT56C/HK-10A 16-17 Oct	
Corporate Social Responsibility							
How to Prepare Corporate Sustainability Report?		1	1600				SR01C/HK-11A 9-Nov
Telecommunications, Information Security and Management							
ISO/IEC 27001:2013 Information Security Management Systems - Understanding & Application		1	1600/ 1500*	ISE3C/HK-08A 22-Aug			ISE3C/HK-11A 6-Nov
TL 9000 R5.5/R5.0 Quality Management System Auditing (QuEST Forum Sanctioned Training) (English)		3	10500/ 10200**			TL02E/HK-10A 23-25 Oct	
HKQAA Sustainable Building Index (HKQAA SBI)							
HKQAA Sustainable Building Index (HKQAA SBI) - Understanding & Verification		1	1550				SB11C/HK-11A 10-Nov

\* Please refer the early bird payment deadline to our web-site  
\*\* QuEST Forum member  
Last Updated Date : 27 July 2017



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