


HKQAA TRAINING PLANNER (Jul-Oct 2017)

Courses Title	Duration (Day)	Fees HK\$	Course Code & Date			
			Jul	Aug	Sep	Oct
Quality & Integrated Management Systems						
ISO 9001:2008 Quality Management Systems - Internal QMS Auditor Training	2	3300		VM3C/HK-08B 3-4 Aug		
The Must-know Essentials for Quality System Management Representative	1	1680/ 1580*		MT23C/HK-08A 24-Aug		MT23C/HK-10A 24-Oct
ISO 9001:2015 Quality Management Systems - Understanding & Application	1	1580	VM1C/HK-07C 26-Jul	VM1C/HK-08B 3-Aug	VM1C/HK-09A 6-Sep	VM1C/HK-10A 3-Oct
ISO 9001:2015 Quality Management Systems - Internal QMS Auditor Training	2	3300	VM3C/HK-07A 27-28 Jul	VM3C/HK-08A 14-15 Aug	VM3C/HK-09A 26-27 Sep	VM3C/HK-10A 30-31 Oct
ISO 9001:2015 Quality Management Systems Documentation	1	1680/ 1580*	QMS4C/HK-07A 20-Jul			
CQI & IRCA Certified ISO 9001:2015 Lead Auditor (Quality Management Systems) Training Course (18030) (English)	5	12000/ 11500*				QMS/IRCA/10 16-20 Oct
Environmental Conservation						
ISO 14001:2004 Environmental Management Systems - Understanding & Application	1	1730/ 1630*	EMS2C/HK-07B 27-Jul			
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-07A 12-Jul			EMS2C/HK-10A 4-Oct
ISO 14001:2015 Environmental Management Systems - Internal EMS Auditor Training	2	3400/ 3300*		EMS3C/HK-08A 3-4 Aug		EMS3C/HK-10A 26-27 Oct
ISO 14001: 2015 Environmental Management Systems - Implementation and Documentation	1	1680/ 1580*	EMS8C/HK-07A 25-Jul			
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 Auditor Transition (Environmental Management Systems) (17967) (English)	**NEW**	4800/ 4300*	EM20E/HK-07A 19-20 Jul			
ISO 50001:2011 Energy Management Systems - Understanding & Application	1	1200/ 1080*				EM07C/HK-10A 6-Oct
ISO 50001:2011 Energy Management Systems - Internal Auditor Training	2	3500/ 3300*	EM08C/HK-07A 26-27 Jul			
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	
Occupational Health and Safety Management						
OHSAS 18001:2007 Occupational Health and Safety Management Systems - Understanding & Application	1	1730/ 1630*	OHS8C/HK-07A 6-Jul		OHS8C/HK-09A 22-Sep	
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-07A 7-Jul		OH18C/HK-09A 22-Sep	
Understanding of Factories and Industrial Undertakings (Safety Management) Regulation (F&IU(SMR)) for OHSAS 18001 Practitioners	**NEW**	1500		OH15C/HK-08A 16-Aug		
Risk Assessment for Safety Management Implementation	1	1600/ 1500*	OH04C/HK-07A 19-Jul			
Hygiene, Food Safety & Wine Storage						
Implementing HACCP for Food Businesses Programme	2	3500/ 3200*	HA10C/HK-07A 24-25 Jul			
ISO 22000:2005 Food Safety Management Systems - Understanding and Application	1	1600/ 1500*	HA5C/HK-07A 31-Jul			
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	
食品事故應變及風險管理課程	**NEW**	2000		M085C/HK-08A 7 & 16 Aug		
食品安全督導及簡介審查與認證課程	**NEW**	3500	M086C/HK-07A 10, 14 & 21 Jul			
食物內除害劑殘餘及蟲害控制課程	**NEW**	1800	M088C/HK-07A 26 Jul - 2 Aug			
Team Building						
 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						
Personal Enrichment & Certification						
大笑瑜伽領袖認證課程	**NEW**	2700/ 2400*	M082C/HK-07A 18 & 24 Jul			
True Colors® 證書課程 個人致勝關鍵	**NEW**	1800/ 1600*			M083C/HK-09A 12-Sep	
九型人格系列 職位配對及團隊組合	**NEW**	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/HK10A 26-27 Oct
Hogan Assessment Certification Workshop 2017	2	18500			PC06E/HK-09A 13 & 14 Sep	
Law and Legislation (Hong Kong, Macau & China)						
Negotiation and Mediation Skills for Managers and Professionals	1	1500		M911C/HK-08A 10-Aug		
Fundamental Law for Office Administrators	1	1500	M920C/HK-07A 18-Jul			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-07A 5-Jul			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		
Fundamentals of Negligence for Managers and Professionals	1	1500	M907C/HK-07A 31-Jul			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-07A 7-Jul			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		
Introduction to Company Law for Non-lawyers	**NEW**	1	1500			M925C/HK-09A 21-Sep	
《商品說明條例》法律進階班	**NEW**	1	1500	M926C/HK-07A 26-Jul			M926C/HK-10A 9-Oct
Management Tools, Skill for Improvement							
ISO 37001 Anti-Bribery Management Systems - Introduction	**NEW**	half-day	980	A001C/HK-07A 24-Jul			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-07A 14-Jul			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-07A 24-Jul			M021C/HK-10A 23-Oct
Workshop on Strategic Compensation System Design		1	1080/ 980*	M023C/HK-07A 21-Jul			
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		
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
Workshop on Competency-based Interviewing Skills	**NEW**	1	1080/ 980*	M081C/HK-07A 5-Jul			
職場管理核心技能課程-未來企業領導者的思維重整之旅-	**NEW**	1	1100/ 980*	M071C/HK-07A 26-Jul			
「活學幽默-廣結人脈」工作坊	**NEW**	2 hours	350	M075C/HK-07A 7-Jul			
Introduction to Design Thinking	**NEW**	1	1800/ 1500*		M084C/HK-08A 28-Aug		
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-07A 7-Jul			M066E/HK-10A 31-Oct
Effective Proposal Writing Workshop	**NEW**	1	1400 / 1150*		M068E/HK-08A 4-Aug		
Effective Communication in Meetings	**NEW**	1	1400 / 1150*	M076E/HK-07A 10-Jul			M076E/HK-10A 9-Oct
Effective Presentation Skills	**NEW**	1	1400 / 1150*		M077E/HK08A 9-Aug		
Business continuity Management, Risk and Crises Management							
ISO 22301 Business Continuity Management Systems - Understanding & Application		1	1600		RM01C/HK-08A 2-Aug		
ISO 31000:2009 Principles and Guidelines for Risk Management - Understanding & Application		1	1600		RM04C/HK-08A 2-Aug		
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-07A 21-Jul			
Telecommunications, Information Security and Management							
ISO/IEC 27001:2013 Information Security Management Systems - Understanding & Application		1	1600/ 1500*		ISE3C/HK-08A 22-Aug		
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-07A 26-Jul		

* Please refer the early bird payment deadline to our web-site

** QuEST Forum member

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