

HKQAA TRAINING PLANNER (2021)

Courses Title		Duration (Day)	Fees HK\$	Aug	Sep	Oct	Nov
Quality & Integrated Management Systems							
ISO 9001:2015 QMS - Understanding & Application	VM1	1	1580	VM1C/HK-08A	VM1C/HK-09A	VM1C/HK-10A	VM1C/HK-11A
ISO 9001:2015 質量管理體系 - 理解與應用 (U&A)				6 Aug	2-Sep	4-Oct	15-Nov
ISO 9001:2015 QMS - Internal Auditor Training	VM3	2	3300	VM3C/HK-08A	VM3C/HK-09A	VM3C/HK-10A	VM3C/HK-11A
ISO 9001:2015 質量管理體系 - 內部質量管理體系審核員培訓				26-27 Aug	29-30 Sep	28-29 Oct	29-30 Nov
CQI & IRCA Certified ISO 9001:2015 QMS Lead Auditor	QMS/IRCA	5	9800/9300*	WS03E/HK-08A	WS03E/HK-09A	WS03E/HK-10A	WS03E/HK-11A
ISO 9001:2015 質量管理體系 - 主任審核員證書培訓課程(CQI & IRCA認可)				16-20 Aug	13-17 Sep	18-22 Oct	29Nov - 3 Dec
ISO 9001:2015 QMS Documentation	QMS4	1	1680/1580*	QMS4C/HK-08A	QMS4C/HK-09A		QMS4C/HK-11A
ISO 9001:2015 質量管理體系文件				19-Aug	1-Sep		23-Nov
ISO 9001:2015 QMS - Advanced Internal Auditing Techniques	QMS5	2	3500/3300*	QMS5C/HK-08A	QMS5C/HK-09A	QMS5C/HK-10A	
ISO 9001:2015 品質管理體系 - 進階內部審核技巧				9-10 Aug	13-14 Sep	25-26 Oct	
Understanding and Application of an Integrated Management System (IMS)	IMS5	2	3500/3300*		IMS5C/HK-09A		IMS5C/HK-11A
整合管理體系(IMS)的理解與應用					9-10 Sep		11-12 Nov
Integrated Management Systems (IMS) Set Up & Audit Approach	IMS2	2	3500/3300*	IMS2C/HK-08A	IMS2C/HK-09A		IMS2C/HK-11A
整合管理體系(IMS)的設置及審核				9-10 Aug	9-10 Sep		11-12 Nov
Sustainability (Environmental and CSR)							
ISO 14001:2015 EMS - Understanding & Application	EMS2	1	1730/1630*	EMS2C/HK-08A	EMS2C/HK-09A	EMS2C/HK-10A	EMS2C/HK-11A
ISO 14001:2015 環境管理體系 - 理解與應用				12-Aug	15-Sep	6-Oct	4-Nov
ISO 14001:2015 EMS - Internal Auditor Training	EMS3	2	3400/3300*	EMS3C/HK-08A	EMS3C/HK-09A	EMS3C/HK-10A	EMS3C/HK-11A
ISO 14001:2015 環境管理體系 - 內部環境管理體系審核員培訓				26-27 Aug	27-28 Sep	27-28 Oct	24-25 Nov
CQI & IRCA Certified ISO 14001:2015 EMS Lead Auditor	EMS/IRCA	5	9800/9300*				
ISO 14001:2015 環境管理體系 - 主任審核員證書培訓課程(CQI & IRCA認可)							
ISO 14064-1:2018 Greenhouse Gases - Understanding & Application		1	1730/1630*				
ISO 14064 溫室氣體排放查驗 - 理解與應用							
ISO 14064-1:2018 Greenhouse Gases - Transition Course	EM26	1	1730/1630*		EM26C/HK-09A		
ISO 14064 溫室氣體排放查驗 - 溫室氣體轉版課程					3-Sep		
ISO 50001:2018 Energy Management Systems - Understanding & Application	EM07	1	1200/1080*	EM07C/HK-08A	EM07C/HK-09A	EM07C/HK-10A	EM07C/HK-11A
ISO 50001:2018 能源管理體系 - 理解與應用				13-Aug	17-Sep	18-Oct	17-Nov
ISO 50001:2018 Energy Management Systems Transition Course	EM21	1	1200/1080	EM21C/HK-08A	EM21C/HK-09A	EM21C/HK-10A	EM21C/HK-11A
ISO 50001:2018 能源管理系統 - 轉版課程				13-Aug	9-Sep-21	7-Oct	23-Nov
ISO 50001:2018 Energy Management Systems - Internal Auditor Training	EM08	2			EM08C/HK-09A		
					23-24 Sep		
Occupational Health and Safety Management							
ISO 45001:2018 OHSMS - Understanding & Application	OH19	1	1730/1630*	OH19C/HK-08A	OH19C/HK-09A	OH19C/HK-10A	OH19C/HK-11A
ISO 45001:2018 職業健康安全管理體系 - 理解與應用				9-Aug	2-Sep	12-Oct	18-Nov
ISO 45001:2018 OHSMS - Internal Auditor Training	OH20	2	3400/3300*	OH20C/HK-08A	OH20C/HK-09A	OH20C/HK-10A	OH20C/HK-11A
ISO 45001:2018 職業健康安全管理體系 - 內部審核員培訓				23-24 Aug	23-24 Sep	26-27 Oct	29-30 Nov
CQI & IRCA Certified ISO 45001:2018 OHSMS Lead Auditor	OHSM/IRCA	5	9800/9300*				
ISO 45001:2018 職業健康安全管理體系 - 主任審核員證書 (CQI & IRCA認可)	// WS25E						
F&B - Hygiene, Food Safety & Wine Storage							
Hygiene Control System - Understanding & Implementation	GP02	1	1600				
衛生監控系統 - 理解與實施							
ISO 22000:2018 FSMS - Understanding and Application	HA5	1	1600/1500*	HA5C/HK-08A	HA5C/HK-09A	HA5C/HK-10A	HA5C/HK-11A
ISO 22000:2018 食品安全管理體系 - 理解與應用				12-Aug	2-Sep	13-Oct	18-Nov
ISO 22000:2018 FSMS - Internal Auditor Training	HA7	2	3500/3300*	HA7C/HK-08A	HA7C/HK-09A	HA7C/HK-10A	HA7C/HK-11A
ISO 22000:2018 食品安全管理體系 - 內部審核員培訓				19-20 Aug	16-17 Sep	26-27 Oct	24-25 Nov
CQI & IRCA Certified ISO 22000:2018 FSMS Lead Auditor Training	IRCA/FSMS // WS11	5	9800/9300*		WS11E/HK-09A	WS11E/HK-10A	WS11E/HK-11A
ISO 22000:2018 食品安全管理體系 - 主任審核員證書 (CQI & IRCA認可)					13-17 Sep	25-29 Oct	29 Nov - 3 Dec
ISO 22000:2018 FSMS Transition Course	HA14	1	1600/1500*	HA14C/HK-08A	HA14C/HK-09A	HA14C/HK-10A	HA14C/HK-11A
ISO 22000:2018 食品安全管理體系審核員轉版課程				5-Aug	9-Sep	11-Oct	8-Nov
ISO 22000:2018 FSMS Implementation Course	HA9	2	3700/3500*	HA9C/HK-08A	HA9C/HK-09A	HA9C/HK-10A	
ISO 22000:2018 實施食品安全管理體系課程				19-20 Aug	13-14 Sep	19-20 Oct	
Implementing HACCP for Food Businesses Programme	HA10	2	3500/3200*			HA10C/HK-10A	
實踐食物安全重點控制(HACCP)課程						20-21 Oct	
Master Workshop on HACCP	HA16	10 hours	2200				HA16C/HK-11A
食品危害分析重點控制 HACCP							4, 11 & 18 Nov
Certificate Course for Food Hygiene Managers	M091	3	1500/*1600	M091C/HK-08A		M091C/HK-10A	
食品衛生經理證書課程				25 Aug, 1 & 8 Sep		20 & 27 Oct, 3 Nov	
Foundation Certificate in Food Safety and Environmental Hygiene Course		12 hours	1800				
基礎食品及環境衛生證書課程							
Trainer Certificate for Food Safety Practitioners	M935	24-26 hours	6300			M935C/HK-10A	
食品安全專業導師證書課程						9, 16, 23 and 30 Oct	
Nutritious Soft Meals Course	M937	9 hours	2500		M937C/HK-09A		M937C/HK-11A
營養軟餐課程					28 Sep, 5 and 12 Oct		30 Nov, 7 and 14 Dec
Food Safety in Food Allergen Course	M938	9 hours	2500			M938C/HK-10A	
食品安全食物致敏原課程						9, 16 and 23 Aug	
HCS 學校/教育機構抗疫衛生管控人員實務工作坊(網上課程)	HA17	2.5 hours	400				
抗疫下飲食界 - 提升環境衛生安全課程	HA22		1800		HA22C/HK-08A		
					12, 19 & 26 Aug		
校本STEM教育課程系列 - 建立「衛生監控」健康校園	M948	9 hours	1800				
Foundation of HKQAA Wine Storage Management Systems Specifications	QM04	1	1500				
建立優良存酒設備 - 基礎課程							
Pharmaceutical and Cosmetic							
Optimization of Secondary Packaging Process and Warehouse Management	M800	4 hours	1600	M800C/HK-08A	M800C/HK-09A	M800C/HK-10A	M800C/HK-11A
優化藥物二次包裝工作坊				15-Aug	11-Sep	16-Oct	13-Nov
Pharmaceutical Labelling Requirement & Legal Aspect of Secondary Packaging	M801	4 hours	1600	M801C/HK-08A	M801C/HK-09A	M801C/HK-10A	M801C/HK-11A
香港藥物標籤條例				22-Aug	18-Sep	23-Oct	27-Nov
ISO 13485:2016 Medical Devices - QMS Requirements for Regulatory Purposes - Understanding & Application	MT22	1	1580	MT22C/HK-08A	MT22C/HK-09A	MT22C/HK-10A	MT22C/HK-11A
ISO 13485:2016 Medical Devices - QMS - Requirements for Regulatory Purposes - Internal Auditor	MT77	1580		MT77C/HK-08A		MT77C/HK-10A	
				17-18 Aug	17-Sep	18-Oct	19-Nov
						28-29 Oct	

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Technology, Telecommunications, Information Security and Management							
ISO/IEC 20000:2018 ITSM - Understanding & Application	IS10	1	1600/1500*	IS10C/HK-08A			
ISO/IEC 20000:2018 資訊技術服務管理系統 - 理解與應用				7-Aug			
ISO/IEC 20000:2018 IT Service Management Auditor Course		2	6200/5800*				
ISO/IEC 20000:2018 信息技術服務管理審核員培訓							
ISO/IEC 27001:2013 ISMS - Understanding & Application	ISE3	1	1730/1630*	ISE3C/HK-08A		ISE3C/HK-10A	
ISO/IEC 27001:2013 資訊安全管理系統 - 理解與應用				24-Aug		25-Oct	
ISO/IEC 27001:2013 ISMS - Internal Auditor Training	ISE7	2	3400/3300*	ISE7C/HK-08A	ISE7C/HK-09A		ISE3C/HK-11A
ISO/IEC 27001:2013 資訊安全管理系統 - 內部審核員培訓				30-31 Aug	27-28 Sep		29-30 Nov
CQI & IRCA Certified ISO/IEC 27001:2013 ISMS Lead Auditor Training	ISMS/IRCA	5	9800/9300*	WS16E/HK-08A	WS16E/HK-09A		WS16E/HK-11A
ISO/IEC 27001:2013 資訊安全管理系統 - 主任審核員(CQI & IRCA認可)				16-20 Aug	13-17 Sep		22-26 Nov
Implementation of ISO/IEC 27001:2013 ISMS	ISE5	2	3500/3300*		ISE5C/HK-09A		ISE5C/HK-11A
ISO/IEC 27001:2013 實踐信息安全管理体系					1-2 Sep		16-17 Nov
Customer Service: From Good To Great							
ISO 10002:2018 Customer Satisfaction - Guidelines for Complaints Handling - Understanding & Application	MT14	1	1580		MT14C/HK-09A	MT14C/HK-10A	MT14C/HK-11A
ISO 10002:2018 客戶滿意度 - 投訴處理指引 - 理解與應用					17-Sep	12 Oct	2-Nov
ISO 10002:2018 Customer Satisfaction - Guidelines for Complaints Handling - Internal Auditor Training	MT56	2	3300	MT56C/HK-08A	MT56C/HK-09A	MT56C/HK-10A	MT56C/HK-11A
ISO 10002:2018 客戶滿意度 - 投訴處理指引 - 轉版課程				11-12 Aug	24-25 Sep	22-23 Oct	29-30 Nov
ISO 10002:2018 Customer Satisfaction - Guidelines for Complaints Handling - Transition Training	MT73	1	1580	MT73C/HK-08A	MT73C/HK-09A	MT73C/HK-10A	MT73C/HK-11A
Effective Complaint Handling & Risk Management in the Customer Service Centre	EW53	1	1380/*1280	EW53C/HK-08A	EW53C/HK-09A	EW53C/HK-10A	EW53C/HK-11A
高效投訴管理技巧及服務中心風險管理				31-Aug	28-Sep	27-Oct	24-Nov
服務人員應對必備的「溝通模式」	M525	1	1200				
Educational Organizations Management Systems							
ISO 21001:2018 Educational Organizations Management Systems - Understanding & Application	ED01	1	1580				
Business Continuity Management, Risk and Crises Management							
ISO 22301:2019 Business Continuity Management Systems - Understanding & Application	RM01	1	1600	RM01C/HK-08A	RM01C/HK-09A	RM01C/HK-10A	RM01C/HK-11A
ISO 22301:2019 營運持續管理體系 - 理解與應用				11-Aug	15-Sep	5-Oct	9-Nov
ISO 31000 Principles and Guidelines for Risk Management - Understanding & Application	RM04	1	1600	RM04C/HK-08A	RM04C/HK-09A	RM04C/HK-10A	RM04C/HK-11A
ISO 31000 風險管理的原因及指引 - 理解與應用				10-Aug	16-Sep	11-Oct	16-Nov
ISO 37001 Anti-Bribery Management Systems - Introduction	A001	9:00am-12:00pm	980				
ISO 37001 防貪管理體系入門							
ISO 41001:2018 Facility Management System - Understanding & Application	FM01	1	1600/1500*				
ISO 41001:2018 設施管理體系 - 理解與應用							
ISO 55001:2014 Asset Management System - Understanding & Application	SM04	1	1600			SM04C/HK-10A	
ISO 55001:2014 資產管理體系 - 理解與應用						4-Oct	
Law and Legislation (Hong Kong, Macau & China) (M901)							
Fundamental Contract Law for Managers and Professionals	M906	1	1500			M906C/HK-09A	
管理者必須認識的合同法						17-Sep	
Legal Fundamentals of Tendering	M909	1	1500	M909C/HK-08A		M909C/HK-10A	
招標法律基礎				27-Aug		6-Oct	
Negotiation and Mediation Skills for Managers and Professionals	M911	1	1500	M911C/HK-08A	M911C/HK-09A	M911C/HK-10A	
商業談判及調解技巧 - 管理及專業人士必用法律				9-Aug	14-Sep	11-Oct	
Hong Kong Competition Law Fundamentals for Managers and Professionals		1	1500				
管理者必須認識的香港競爭法							
Fundamental Law for Office Administrators	M920	1	1500		M920C/HK-09A		M920C/HK-11A
行政人員基礎法律知識					10-Sep		9-Nov
Legal Aspects of Patents and Copyrights - Uses and Protection	M921	1	1500				M921C/HK-11A
專利及版權法律精要 - 使用與保護							17-Nov
Legal Aspects of Food Safety Management in Hong Kong	M922	1	1500		M922C/HK-09A		
香港食物安全管理法律實務					7-Sep		
Introduction to Company Law for Non-lawyers	M925	1	1500				
公司法律入門 - 非法律人員必讀							
Essentials of MPF Schemes Regulation		1	1500				
強積金計劃條例的精要							
Legal Aspects for Financial Technology	M933	1	1500				
金融科技的法律需知							
Essentials of Employment Contracts & Related HR Law		1	1500				
僱傭合約及人力資源相關法律之精要							
Legal Essentials for Business Uses of Social Media	M929	1	1500				
商用社交媒體的法律精要							
Essentials of MPF Schemes Regulation		1	1500				
強積金計劃條例的精要							
Legal Aspects for Financial Technology	M933	1	1500				M933C/HK-11A
金融科技的法律需知							2-Nov
HK Competition Law Fundamentals for Managers & Professionals	M914	1	1500				
管理者必須認識的香港競爭法							
Advanced Seminar on False Trade Description and Mis-selling	M926	1	1500				
《商品說明條例》實用法律課程							
《商品說明條例》及產品宣傳時法律精要		1	1600				
Enterprise Public Relations Crisis Management Program Series - 公關推廣實用法律須知		1	1500				
便利企業營商必讀 - 香港新《公司條例》				13-Aug			30-Nov
Fundamentals of Negligence for Managers and Professionals	M907	1	1500	M907C/HK-08A		M907C/HK-10A	
與疏忽有關的基礎法律、承擔責任及賠償風險				3-Aug		13-Aug	
Safety and Environmental Offences in Construction Projects	M908	1	1500				
「知法守法」課程系列 - 解構違反安全及環保法例事故							
Essential Laws for Premises and Facilities Management	M923	1	1500				
場所與設施管理必用法律							
Updates on Insurance Law and Practice in Hong Kong	M932	1	1500			M932C/HK-10A	
香港保險法與實務最新修訂						18-Oct	
Essentials for Building Management	M943	1	1500		M943C/HK-09A		
大廈管理法律實務精要					28-Sep		
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							
Essentials of Apology Ordinance for Managers and Professionals	M114	1	1500		M114C/HK-09A		M114C/HK-11A
					13-Sep		22-Nov

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Soft Skills Training Program							
Workshop on Performance Management through KPI Setting 企業及部門績效管理培訓工作坊	M021	1	1380/ 1280*				
Workshop on Developing Supervisory Skills & Leadership Charisma 強勢督導管理培訓工作坊	M022	1	1380/ 1280*	M022C/HK-08A 30-Aug	M022C/HK-09A 24-Sep	M022C/HK-10A 21-Oct	M022C/HK-11A 25-Nov
Workshop on Strategic Compensation System Design 策略性薪酬設計培訓工作坊	M023	1	1380/ 1280*		M023C/HK-09A 10-Sep		M023C/HK-11A 10-Nov
Workshop on Business Process Improvement 業務流程改善培訓工作坊	M024	1	1380/ 1280*	M024C/HK-08A 16-Aug	M024C/HK-09A 13-Sep		M024C/HK-11A 23-Nov
Workshop on Effective Project Management 有效項目管理培訓工作坊	M025	1	1380/ 1280*				
Workshop on Effective Performance Appraisal 個人績效管理工作坊	M026	1	1380/ 1280*	M026C/HK-08A 13-Aug		M026C/HK-10A 12-Oct	
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-09A 7-Sep		M026C/HK-11A 18-Nov
Idea Exploration and Creative Thinking Workshop 點子爆發與創新思維工作坊	M940	1	1380 / 1280*	M940C/HK-08A 30-Aug		M940C/HK-10A 26-Oct	
Powerful and Fascinating Presentation Training 強勢、魅力演說訓練班	M941	1	1380 / 1280*	M941C/HK-08A 12-Aug		M941C/HK-10A 27-Oct	
人型人格識人術訓練班	M942	1	1380 / 1280*		M942C/HK-09A 7-Sep		M942C/HK-11A 3-Nov
職場讀心術 - 身體語言訓練班	M945	1	1380 / 1280*		M945C/HK-09A 8-Sep		M945C/HK-11A 4-Nov
Mind Reading Technique in Workplace - Body Language Training 腦轉數訓練班:預防腦退化	M952	**NEW**	1380 / 1280*	M952C/HK-09A 18-Aug			
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-09A 3-Sep	GP03C/HK-10A 11-Oct	GP03C/HK-11A 22-Nov
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
NTTS approved course with 50% course fee reimbursement
Last Updated Date : 5 Aug 2021

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