By Royal Charter

NEW | **ISO 55001:2014** Asset Management
ISO/IEC 27001: Information Security
ISO 20121: Sustainable Events Management

BSI Qatar Training Catalogue.

June 2014 to May 2015

Train with the best to enhance your learning experience!

bsi.

...making excellence a habit.™

Contents.

About BSI

BSI (British Standards Institution) is a global organisation that equips businesses with the necessary solutions to turn standards of best practice into habits of excellence. Formed in 1901, BSI was the world's first National Standards Body and a founding member of the International Organization of Standardisation (ISO). Over a century later it continues to facilitate business improvement across the globe by helping its clients drive performance, reduce risk and grow sustainably through the adoption of international management systems standards, many of which BSI originated. Famed for its marks of excellence including the instantly recognizable Kitemark®, BSI's influence spans multiple sectors including oil & gas, telecom, aerospace, construction, energy, engineering, finance, healthcare, IT and retail. With over 64,000 clients in 150 countries, BSI is an organisation whose standards inspire excellence across the globe. To learn more, please visit **www.bsigroup.ae**

نبذة عن المعهد البريطاني

BSI أو (المعهد البريطاني للمقاييس) هو منظمة عالمية تقوم بتزويد الشركات بالحلول اللازمة لتحويل معايير أفضل الممارسات إلى صور من التميز. تأسس المعهد البريطاني للمقاييس في سنة ١٩٠١م. وكان أول هيئة مقاييس وطنية والعضو المؤسس للمنظمة الدولية للمواصفات والمقاييس (أيزو). على مدار قرن مضى، ظل هذا المعهد يعمل على تسهيل عمليات تحسين الأعمال على مستوى العالم حيث ساعد العملاء على تحسين الأداء وخفض معدلات المخاطر والنمو بشكل مضطرد عن طريق تبني معايير أنظمة الإدارة التي وضع المعهد العديد منها. اشتهر المعهد بعلامات التميز بما في ذلك العلامة المسجلة كايتمارك (®Kitemark)، وامتد تأثير المعهد ليشمل قطاعات عدة بما في ذلك قطاعات الفضاء والإنشاءات والطاقة والهندسة والتمويل والرعاية الصحية وتكنولوجيا المعلومات وتجارة التجزئة. مع وجود أكثر من ٦٤٠٠٠ عميل في ١٤٧ بلدا، يأتي المعهد البريطاني للمقاييس بوصفه مؤسسة تعمل معاييرها على تحقيق التميز في جميع أنحاء العالم. لمعرفة المزيد عن المعهد البريطاني للمقاييس، يرجى زيارة موقعنا التالي: **www.bsigroup.ae**

Welcome to BSI Training.
Qatar

Why train with us?

Because we've helped shape and develop many of the world's leading standards, our expert knowledge means a lot, and when you train with us you benefit from this expertise.

We understand that business success starts with people. And we've audited thousands of businesses, applying the same standards to each, so we can genuinely benchmark performance.

We've also trained many auditors who carry out these assessments and know we can take you from beginner to certification to expert quickly – wherever you are on your learning journey, we can tailor training to you and your business.

Our approach

We accelerate your learning.
Everyone has preferred learning techniques which we introduce to our training to help you progress naturally and quickly. We encourage interaction and collaboration because the more involved you are, the more positive the outcome.

We also keep the courses varied and put your learning in context to give you an enjoyable, successful and satisfying experience.

Our trainers

Train with the best to become the best. Our tutors are recognized as leaders in their field, offering a world-class learning experience. They are trained to understand and meet your different learning needs, and they have years of industry experience.

Our trainers have current experience across a range of industry sectors including: Construction, Manufacturing, Healthcare Oil & Gas, Government, Defence, Aerospace and Automotive, Mining and Materials, Information Technology Utilities.

Omar Rashid
General Manager – Qatar

"Excellence is an art won by training and habituation. We do not act correctly because we have virtue or excellence, but we rather have those because we have acted correctly. We are what we repeatedly do. Excellence, then, is not an act but a habit… BSI helps organizations make excellence a habit and reduce their risks…"
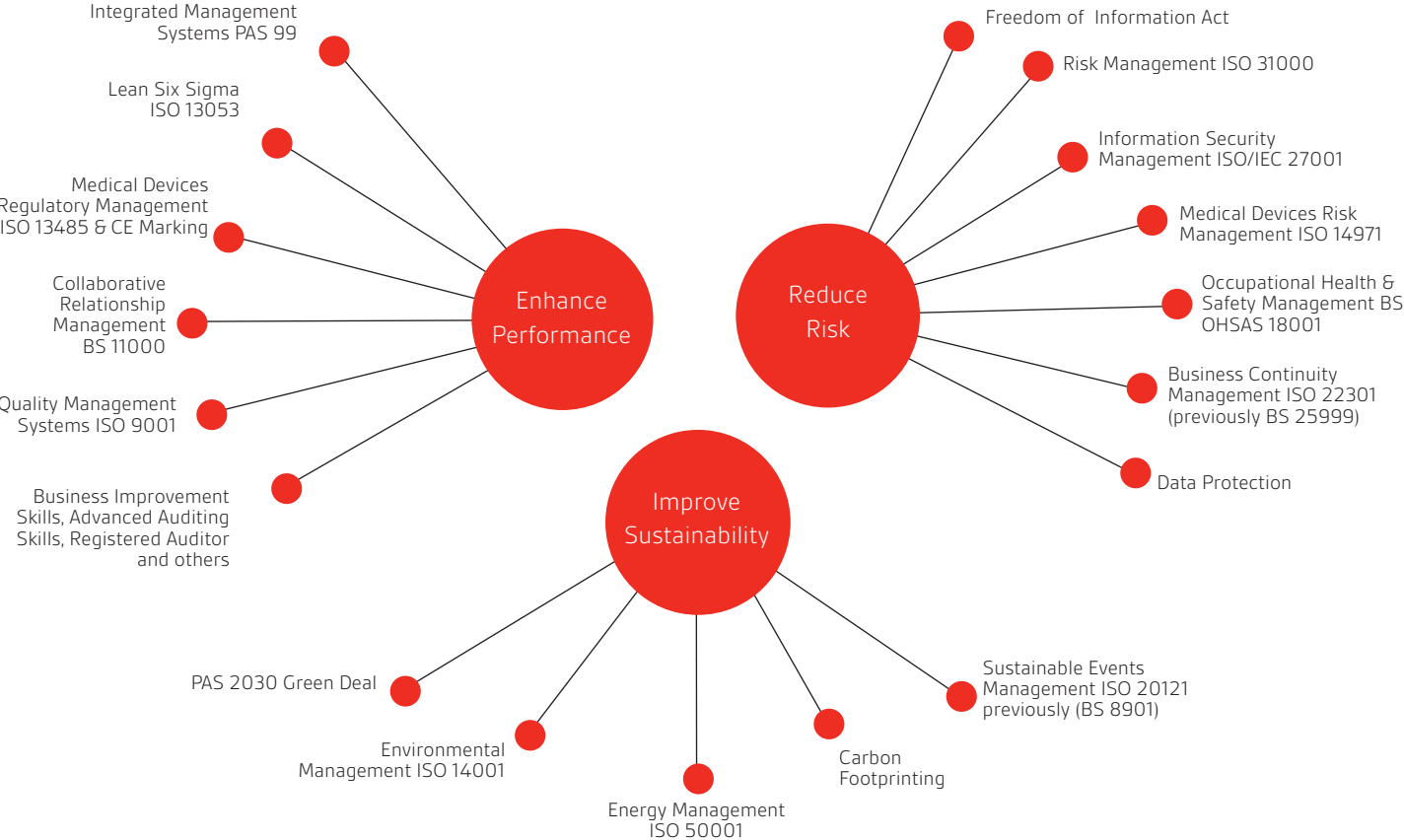
Book online at bsigroup.ae/training or call +974 40 29 9001. Email us on bsi.me@bsigroup.com to know more.

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Whatever your area of responsibility, you'll find the standards and courses that can help you to improve your business here:

Enhance Performance

- Integrated Management Systems PAS 99
- Lean Six Sigma ISO 13053
- Medical Devices Regulatory Management ISO 13485 & CE Marking
- Collaborative Relationship Management BS 11000
- Quality Management Systems ISO 9001
- Business Improvement Skills, Advanced Auditing Skills, Registered Auditor and others

Reduce Risk

- Freedom of Information Act
- Risk Management ISO 31000
- Information Security Management ISO/IEC 27001
- Medical Devices Risk Management ISO 14971
- Occupational Health & Safety Management BS OHSAS 18001
- Business Continuity Management ISO 22301 (previously BS 25999)
- Data Protection

Improve Sustainability

- PAS 2030 Green Deal
- Environmental Management ISO 14001
- Energy Management ISO 50001
- Carbon Footprinting
- Sustainable Events Management ISO 20121 previously (BS 8901)

Our training delivery options

Your organization is unique, so we offer a range of training options to suit you. From public to in-company and distance learning courses, BSI offers training in different formats and languages (English/Arabic—choose the best that suits you or your organizations' needs.

Public training courses
Public training courses are available to employees from any organization, and are perfect when you want to train between one to four people. They are run regularly and provide effective training allowing you to network with peers from different industries.

In-company (in-house/on-site) training
This option means the training is tailored to your organisations' needs and let your people study in the setting where they'll use their skills. Our approach is interactive, combining up-to-date experience with practical application to create the ideal learning situation.

Distance learning
Allows you to study at your own pace and whenever is convenient to you. It's cost effective and puts you in control of your learning.

The BSI Certificate

The BSI Certificate is recognised throughout the world as a mark of expertise, quality and integrity. Where appropriate BSI courses are independently certified by IEMA or IRCA.

Our Venues

We deliver five star learning at first class venues. These are selected especially to make sure you learn in the best possible environment with great facilities, refreshments and quality accommodation. This way you can focus on and maximize your learning experience. Also, any of our public courses can be tailored to your specific needs and delivered at your premises making it even more convenient for you.

99% of course delegates say they would recommend BSI.
Here are some of their reasons for doing so:
• Experience and breadth of training
• Brand association
• Choice of course style
• Ease of booking
• Quality course material
• Learn Plus*
• Reputable venues
* With selected courses

Certified Courses

IRCA is an auditor training certification body. Over 50,000 students choose to complete IRCA-certified training courses every year in more than 100 countries. IRCA-approved courses are indicated by the IRCA logo.

IEMA is a professional body for individuals and organizations involved in environmental management and assessment. The Institute supports its members by providing recognition of environmental competence, through professional qualifications, supporting professional development, building networks of like minded individuals and providing good practice guidance to members.

Public courses Venues:

1. Doha-Qatar
2. Dubai-UAE
3. Bahrain
4. Riyadh-KSA
5. Muscat-Oman
6. Lagos-Nigeria

Book online at bsigroup.ae/training or call +974 40 29 9001. Email us on bsi.me@bsigroup.com to know more.

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Standard Course Structure

The BSI courses for quality, environmental, health and safety, information security and business continuity are available at four levels. The course structures are outlined here.

INTRODUCTION COURSES

The Course
Fast-paced, one-day course to help delegates learn the fundamentals and requirements of a specific standard and how it can be applied to improve the effectiveness of business.

Who should attend?
Anyone involved in the development, implementation and maintenance of a management system.

Course content
* Purpose and intent of the standard
* Benefits to the organization of adopting the standard
* Management systems framework
* Requirements of the standard
* Importance of the Plan-Do-Check-Act Cycle Assessment and certification procedures

 Duration: 1 day

IMPLEMENTATION COURSES

The Course
A two day course to help delegates develop the necessary skills to implement and maintain an effective management system. The course covers the fundamental disciplines and the methods that should be applied to implement a chosen standard.

Who should attend?
Executives and managers responsible, or involved in, implementing or maintaining a management system.

Course content
* Interpretation of the philosophy and requirements of the standard
* Structure of a management system
* Review of current practices and new techniques
* Objectives and target setting, corrective action and management review
* Preparing for an assessment
* Maintenance and continual improvement of the management system

 Duration: 2 days / 3 days

INTERNAL AUDITOR COURSES

The Course
Comprehensive two day courses to help delegates develop the skills to conduct effective audits. Attendees will learn how to plan, perform and report on an audit and how the requirements of corrective action are applied.

Who should attend?
Anyone who needs to develop the knowledge and skills to perform internal audits of a management system. Delegates will ideally already possess a good understanding of the standard.

Course content
* Overview of the standard requirements
* Planning an audit and setting objectives
* Establishing audit criteria
* Performing an audit
* Human aspects of auditing
* Reporting audit findings, nonconformity andfollow up

 Duration: 2 days / 3 days

LEAD AUDITOR COURSES

The Course
Five day courses which deliver practical training for auditing professionals on the principles and practices of effective management system audits in accordance with ISO 19011:2001. Delegates will further their skills and abilities to conduct and lead effective audits and manage the entire audit process.

Who should attend?
Anyone managing internal audit programme or conducting third party audits.

Course content
* Requirements of the standard in the context of an audit
* Establishment of scope, duration and resources for audits
* Understanding of critical auditor competencies
* Planning and organization of an audit in accordance with ISO 19011:2002
* Understanding of the duties of a lead auditor within an organization or for a third party

 Duration: 5 days

Your journey to professional path

Stage 1
Introduction + Awareness
The development and structure of standards
A clause by clause discussion
The importance of documentation
BSI assessment and certification procedures

Stage 2
Implementation
Identify responsibilities of system
Review current practices and new techniques required
Present written information to best effect
Prepare for assessment/procedures and maintain/improve the system

Stage 3
Internal Auditor
Planning an audit and setting objectives
Performing an audit
Human aspects of auditing
Reporting findings and nonconformity

Stage 4
Lead Auditor
How to plan and perform an audit
Reporting findings
How to take corrective action
The management of audit process

Stage 5
Continual Improvement
Address corrective actions
Maximize and improve work procedures

How to use QR codes

You may notice some puzzle-like shapes throughout this catalogue. These are QR codes and we have put together this quick guide on how to use them...

1. Download a free QR code scanner application to your smartphone or tablet

2. Launch the application and position your camera so that it points at your chosen QR code. Press "scan" - your phone will automatically read the QR code

3. You will then be automatically directed to the training page and have access to lots more information about BSI and our courses

If you do not have access to applications or a QR code scanner,
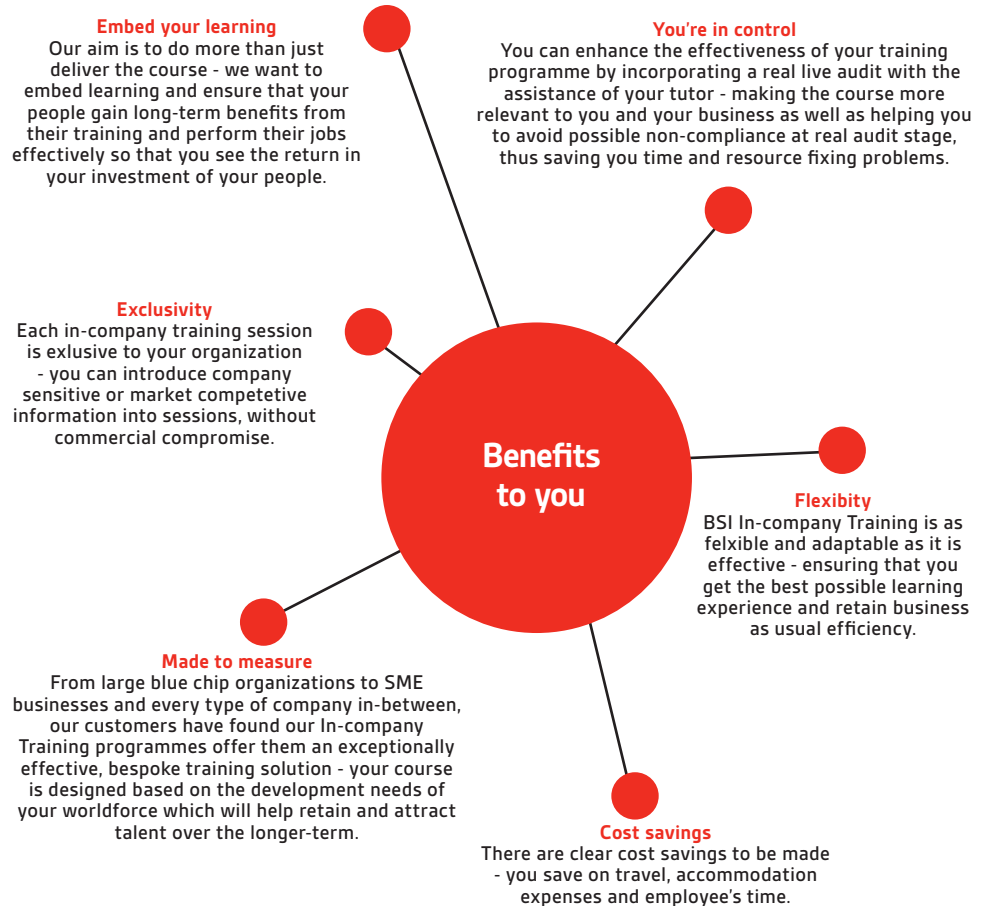you can browse the same information on our website.

Book online at bsigroup.ae/training or call +974 40 29 9001. Email us on bsi.me@bsigroup.com to know more.

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BSI In-company Training.
Your Training – Your Terms

Designed for you

We take the time to understand your company's learning needs to develop tailored training solutions that satisfy your business objectives. We'll review what you want to achieve and bring our expert trainers to your site to make it convenient for you.

This way you save costs and your training stays consistent and effective. Working with you, we'll help to develop your people, improve processes and enhance your systems. Our aim is to try to do more than just deliver the course – we want to help you embed your learning.

Embed your learning
Our aim is to do more than just deliver the course - we want to embed learning and ensure that your people gain long-term benefits from their training and perform their jobs effectively so that you see the return in your investment of your people.

You're in control
You can enhance the effectiveness of your training programme by incorporating a real live audit with the assistance of your tutor - making the course more relevant to you and your business as well as helping you to avoid possible non-compliance at real audit stage, thus saving you time and resource fixing problems.

Exclusivity
Each in-company training session is exlusive to your organization - you can introduce company sensitive or market competetive information into sessions, without commercial compromise.

Benefits to you

Flexibity
BSI In-company Training is as felxible and adaptable as it is effective - ensuring that you get the best possible learning experience and retain business as usual efficiency.

Made to measure
From large blue chip organizations to SME businesses and every type of company in-between, our customers have found our In-company Training programmes offer them an exceptionally effective, bespoke training solution - your course is designed based on the development needs of your worldforce which will help retain and attract talent over the longer-term.

Cost savings
There are clear cost savings to be made - you save on travel, accommodation expenses and employee's time.

Advanced Auditing Skills.

This one-day intensive course is suitable for auditors of any discipline. Refresh and enhance your auditing skills and prepare yourself for the BSI Certified Auditor qualification process.

MONTH	DAY	LOCATION
October	12	Doha-Qatar
December	14	Doha-Qatar
February 2015	8	Doha-Qatar
May 2015	10	Doha-Qatar
Duration: 1 day		**USD 1145**

BSI Certified Auditor

Ensure that your audit programme is performed to the highest standard by becoming qualified as a BSI Certified Auditor.
You will continue to improve your skills through the qualification, leading to improvements to your business and increased value and relevance of the audit results.

Benefits of the qualification

- Career development
- Excellent training, progression and a professional qualification
- Ensures that audits deliver benefits specific to your business
- Contribute to the effectiveness of your corporate governance
- Stay up-to-date with the latest developments, ensuring ongoing excellence in performance

"Qualifying as a BSI Certified Auditor was highly enjoyable and provided a valuable evaluation of my auditing skills."

- Nir Barak, Certified Auditor

Certified Auditor

Certified Lead Auditor

Route to qualification*

BSI Certified Auditor	BSI Certified Auditor
Pass the BSI Internal Auditor course appropriate to the specific standard (if not already completed)	Pass the BSI Internal Auditor course appropriate to the specific standard (if not already completed)

Complete the one day Advanced Auditing course

Complete and pass our qualifying review
Audit and review session carried out at your premises Your reviewer will be observing your conduct of the audit to ensure that you cover the key aspects looked at during your training. Specifically, the following activities will be assessed during your qualifying review; audit planning and preparation, communication skills, professionalism, audit management, audit technique, technical knowledge and reporting.

*Annual registration fee plus triennial review fee applies

Book online at bsigroup.ae/training or call +974 40 29 9001. Email us on bsi.me@bsigroup.com to know more.

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Corrective & Preventive Actions and Root Cause Analysis (RCA)

Course Description
This course provides you with a thorough understanding of "Corrective Action" and "Preventive Action." The Course will teach you how to properly document a corrective (CAR) or preventive (PAR) action request, answer a CAR/PAR, and close out a CAR/PAR.

Using a case study with simulated non-conformances, you will identify the problem, detect the root cause of the problem, and develop a corrective action plan.

Corrective and Preventive Actions
The objective of this course is to provide delegates with the opportunity to practices their skills during simulated processes. This practical emphasis, along with high tutor to delegate contact hours, allow a substantial degree of individual guidance and tuition.

MONTH	DAY	LOCATION
October	19-20	Doha-Qatar
December	21-22	Doha-Qatar
February 2015	23-24	Doha-Qatar
April 2015	20-21	Doha-Qatar
June 2015	22-23	Doha-Qatar
Duration: 1 day		**USD 1355**

Root Cause Analysis (RCA)

Course Description

1. To get to the root of the problem efficiently and thereby improve a process, effective problem-solvers use something called root cause analysis.

2. Root causes can be uncovered and analyzed by using a number or approaches, techniques, and tools that help the problem-solver get to the heart of the problem and find its cause(s). Some such tools are generic and can be used in many applications; others are suited solely for root cause analysis.

3. Root cause analysis is best suited for the average employee and is not reserved for the organization's quality manager. The results from using it ate most effective when it is applied in groups of caring employees who want to improve their work situation and the products or services they generate.

MONTH	DAY	LOCATION
October	21-23	Doha-Qatar
December	23-25	Doha-Qatar
February 2015	25-27	Doha-Qatar
April 2015	22-24	Doha-Qatar
June 2015	24-26	Doha-Qatar
Duration: 3 days		**USD 2185**

Quality Management.

ISO 9001:2008

Our ISO 9001 quality management training is designed for organizations of all sizes and sectors. Our courses will help you continually monitor and manage the quality of your performance across all operations.

You'll learn how to achieve and benchmark consistent output by improving infrastructure, performance, work environment and how you meet objectives. By embedding ISO 9001 you will drive positive customer experiences by achieving consistency in your quality of service.

Introduction: ISO 9001

Provides an awareness and understanding of the principles of a quality management system.

MONTH	DAY	LOCATION
September	21	Doha-Qatar
November	2	Doha-Qatar
January 2015	11	Doha-Qatar
March 2015	15	Doha-Qatar
May 2015	17	Doha-Qatar
Duration: 1 day		**USD 755**

Implementing: ISO 9001

It covers the fundamental disciplines needed and the methods that should be applied when implementing Quality Management Systems.

MONTH	DAY	LOCATION
September	22-23	Doha-Qatar
November	3-4	Doha-Qatar
January 2015	12-13	Doha-Qatar
March 2015	16-17	Doha-Qatar
May 2015	18-19	Doha-Qatar
Duration: 2 days		**USD 1355**

Internal Auditor: ISO 9001

Take practical training on planning and executing internal audits for those who already have knowledge of the standard.

MONTH	DAY	LOCATION
September	24-25	Doha-Qatar
November	5-6	Doha-Qatar
January 2015	14-15	Doha-Qatar
March 2015	18-19	Doha-Qatar
May 2015	20-21	Doha-Qatar
Duration: 2 days		**USD 1355**

Lead Auditor: ISO 9001 (A17070)

Learn to plan, conduct and lead effective assessment audits.

MONTH	DAY	LOCATION
September	28 - Oct 2	Doha-Qatar
November	9-13	Doha-Qatar
January 2015	18-22	Doha-Qatar
March 2015	22-26	Doha-Qatar
May 2015	24-28	Doha-Qatar
Duration: 5 days		**USD 3035**

Our delegate said:

"This is one on the best training courses that I have attended. I learnt a lot about a valuable subject and enjoyed doing it."

Ayesha Al-Hashmi, Logistical Coordinator, **Family Development Foundation**

Book online at bsigroup.ae/training or call +974 40 29 9001. Email us on bsi.me@bsigroup.com to know more.

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Integrated Management.

PAS 99:2012

Our Integrated Management courses will help you understand how to integrate multiple management systems in your organisation.

Learn how to combine ISO 9001, ISO 14001, OHSAS 18001 and ISO/IEC 27001, as well as easily introduce new management systems. And with PAS 99 in place you can align all processes and procedures, increasing efficiency and effectiveness.

Implementing: PAS 99

Discover the benefits of streamlining and simplifying all your standards frameworks with PAS 99 to achieve greater transparency across your business. Learn to align ISO 9001 with ISO 14001, BS OHSAS 18001 and more.

MONTH	DAY	LOCATION
September	21-22	Doha-Qatar
November	16-17	Doha-Qatar
February 2015	22-23	Doha-Qatar
May 2015	24-25	Doha-Qatar
Duration: 2 days		**USD 1875**

Internal Auditor: PAS 99

This course will guide you step by step through planning, delivering and reporting on an internal audit, as well as recommending follow up actions.
PAS 99 theory combined with practical auditing exercises will give you the confidence to make sure your integrated management system delivers continual improvement.

MONTH	DAY	LOCATION
September	23-25	Doha-Qatar
November	18-20	Doha-Qatar
February 2015	24-26	Doha-Qatar
May 2015	26-28	Doha-Qatar
Duration: 3 days		**USD 2515**

BSI can help you save money, energy and the environment.

63%	attributed direct cost savings to ISO 14001
74%	reported improvements to their corporate reputation
76%	improved their compliance
61%	reported higher morale among staff

Source
International BSI Excellerator research 2011

IT Service Management.

ISO/IEC 20000:2011

Customer satisfaction is at the forefront of efficient IT service management and Information and Communications Technology (ICT) continuity is fundamental to the success of any business reliant on IT services.

We have a range of IT service management training courses to help you develop the systems and expertise needed to keep your business ahead.

Introduction: ISO/IEC 20000

This one-day course establishes how an IT service management system based on ISO/IEC 20000-1:2011 can be used by organizations and IT outsourcing businesses alike to achieve measurable improvements in the quality and cost effectiveness of their IT service delivery.

MONTH	DAY	LOCATION
November	8	Doha-Qatar
February 2015	15	Doha-Qatar
May 2015	17	Doha-Qatar
Duration: 1 day		**USD 1145**

Implementing: ISO/IEC 20000

This course provides a methodology and tools to implement an Information Technology Service Management System.

MONTH	DAY	LOCATION
November	9-11	Doha-Qatar
February 2015	16-17	Doha-Qatar
May 2015	18-19	Doha-Qatar
Duration: 3 days		**USD 2515**

Internal Auditor: ISO/IEC 20000

This is an intensive two-day course for the Internal Auditor based on the requirements of ISO/IEC 20000 Information Technology – Service Management.

MONTH	DAY	LOCATION
November	12-13	Doha-Qatar
February 2015	18-19	Doha-Qatar
May 2015	20-21	Doha-Qatar
Duration: 2 days		**USD 1875**

Lead Auditor: ISO/IEC 20000 (A17452)

This comprehensive five-day course provides hands-on training to ensure that your lead auditor thoroughly understands the role and acquires the expertise needed to perform it effectively.

MONTH	DAY	LOCATION
November	16-20	Doha-Qatar
February 2015	22-26	Doha-Qatar
May 2015	24-28	Doha-Qatar
Duration: 5 days		**USD 3355**

Our delegate said:w

"The trainer was excellent, familiar, confident, mastering the subject material. And, I highly recommend him for others. The course content was perfect. I consider BSI is one of my preferable training providers."

Eng. Anas Arafah, IT & Planning Sector Computer Engineer, **Saudi Food & Drug Authority – SFDA, KSA**

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11

Asset Management

ISO 55001:2014

NEW

ISO 55001 focuses on helping you develop a proactive lifecycle asset management system. This supports optimization of assets and reduces the overall cost of ownership while helping you to meet the necessary performance and safety requirements.

Fundamentals of Asset Management

This interactive course starts with an overview of asset management, what it is and what it can do for an organization. It shares the latest thinking, processes, methods & tools in joined up management of any types of asset.

MONTH	DAY	LOCATION
November	9-10	Doha-Qatar
February 2015	15-16	Doha-Qatar
May 2015	24-25	Doha-Qatar
Duration: 2 days		**USD 1875**

Requirements of ISO 55001

This comprehensive one-day course explores in depth the organizational implications of the international standard for asset management (ISO 55001:2014). The course aim is to explain the main requirements of ISO 55001:2014 and its organizational benefits.

MONTH	DAY	LOCATION
November	11	Doha-Qatar
February 2015	17	Doha-Qatar
May 2015	26	Doha-Qatar
Duration: 1 day		**USD 1145**

Key Aspects of Auditing ISO 55001

This course provides key guidance and practical experience in planning, executing, and reporting management system audits of asset management. This innovative, one-day course provides a solid foundation in key aspects of the audit process.

MONTH	DAY	LOCATION
November	12	Doha-Qatar
February 2015	18	Doha-Qatar
May 2015	27	Doha-Qatar
Duration: 1 day		**USD 1145**

Available as public and in-house courses. Contact us for more details on bsi.me@bsigroup.com or +971 40 29 9001

12

How Lean Six Sigma can benefit your organization.

People
Lean and Six Sigma are the perfect combination to take your people through a journey that unites them to make your business grow. Team work, new skills, and a respected qualification will drive morale so your people know they are working for an organization that encourages progression personally and collectively.

Voice of the customer
Business Improvement will change the way you look at your customers, it will help you too really understand the Voice of the customer, so you can make business decisions that not only improve the bottom line but will let your clients know that they are at the heart of what drives your business.

Uniting your business
The best organizations have a united workforce that can operate in a fluid manner, enabling joined up thinking; and working together this helps to fulfil objectives that will make your business a success.

Continual Improvement
Continual Improvement is a term that is used in various aspects of life, within the world of business improvement this should be part of the day to day culture.

Lean Six Sigma Green Belt

Learn and understand the tools necessary to successfully lead or take part in a Lean Six Sigma project.

Lean Six Sigma Black Belt

The Black Belt learning enables delegates to run multifunction projects and to coach and mentor Green Belts in their organization. It provides a thorough exposure to the tools and methods necessary to lead Lean DMAIC improvement projects.

Both our Green and Black Belt Lean Six Sigma courses include free certification which proves that the skills you have developed through your training, your examination and completion of a project(s) are recognised by a global brand.

bsi. Lean Six Sigma Certified

BSI clients that achieved ISO 9001 certification report major benefits from the quality standard

75% Improved their levels of customer satisfaction and loyalty

75% boosted their operational performance

71% acquired new customers and retained existing customers

55% achieved cost savings

Source
International BSI Excellerator research 2011

"The bottom line is that our people can train yours not only to recognise excellence but to maintain and build on it through continual improvement for sustainable growth."

Information Security.
27001:2013

Updated

ISO/IEC 27001:2013

Threats to valuable customer data and business information are now more prevalent than ever. With our information security management training you'll gain confidence in the protection of your company's data.

You'll learn how to measure and reduce information security risks, and understand the principles of setting up your own information security management systems to deliver customer confidence and reduce your exposure to the implications of breaches.

Introduction: ISO/IEC 27001: 2013

Gain an overview of effective information security management systems for managers, IT professionals and those involved with information security.

MONTH	DAY	LOCATION
November	8	Doha-Qatar
February 2015	14	Doha-Qatar
May 2015	16	Doha-Qatar
Duration: 1 day		**USD 1145**

Implementing: ISO/IEC 27001: 2013

Using a step-by-step process, this comprehensive course helps delegates understand the requirements of ISO/IEC 27001. It covers the fundamental disciplines needed and the methods that should be applied when implementing Information Security Management Systems.

MONTH	DAY	LOCATION
November	9-11	Doha-Qatar
February 2015	15-17	Doha-Qatar
May 2015	17-19	Doha-Qatar
Duration: 3 days		**USD 2515**

Lead Implementer: ISO/IEC 27001: 2013

Discover more about the methodology and tools to fully lead the implementation of an Information Security Management System.

MONTH	DAY	LOCATION
November	9-13	Doha-Qatar
February 2015	15-19	Doha-Qatar
May 2015	17-21	Doha-Qatar
Duration: 5 days		**USD 3355**

Internal Auditor: ISO/IEC 27001: 2013

Develop a solid foundation in all aspects of the audit process to identify potential and actual security weaknesses.

MONTH	DAY	LOCATION
November	12-13	Doha-Qatar
February 2015	18-19	Doha-Qatar
May 2015	20-21	Doha-Qatar
Duration: 2 days		**USD 1875**

Lead Auditor: **ISO/IEC 27001: 2013 (A17287)**

Learn how to conduct and lead audits to enable successful management of an ISO/IEC 27001 management system.

MONTH	DAY	LOCATION
October	26-30	Doha-Qatar
December	21-25	Doha-Qatar
February 2015	15-19	Doha-Qatar
May 2015	17-21	Doha-Qatar
Duration: 5 days		**USD 3355**

Benefits of in-company training:

- Cost Effective
- Delivered at a venue of your choice
- Tailored to suit your specific needs
- Ideal for training a larger group
- Flexibility

Reducing Risk

85% of BSI Information Security clients built stakeholder confidence

79% experienced faster recovery speeds from incidents

83% of BSI Business Continuity clients reported enhanced reputation as the key benefit

64% of BSI Health and Safety clients reduced incidents while 49% made cost savings

99% independent global research shows that 99% of organizations meet their Information Security objectives once they have implemented ISO/IEC 27001

Source
International BSI Excellerator Research 2011 and Erasmus University study

Our delegates said:

"With my long association of 15 years with BSI, I have never known BSI to be anything other than excellent in all aspects of the work. My ultimate aim is become a BSI lead Auditor"

Kevin Wonnacott, Divisional Quality Assurance Manager, **Almarai Company**

Book online at bsigroup.ae/training or call +974 40 29 9001. Email us on bsi.me@bsigroup.com to know more.

15

Business Continuity.

ISO 22301:2012

Our ISO 22301 business continuity management training will help you prepare your business for the most challenging circumstances.

You'll learn how to put in place the necessary framework to protect critical business functions from the threats most likely to impact your organization, including staff not being able to make it into work in hazardous weather conditions to damage to your premises and IT system failure.

Introduction: ISO 22301

Learn the key concepts of business continuity, understand the main benefits of a Business Continuity Management System (BCMS), and gain an overview of the requirements of ISO 22301.

MONTH	DAY	LOCATION
November	9	Doha-Qatar
February 2015	8	Doha-Qatar
May 2015	10	Doha-Qatar
Duration: 1 day		**USD 1145**

Implementing: ISO 22301

Using a step-by-step process, this comprehensive course helps delegates understand the requirements of ISO 22301. It covers the fundamental disciplines needed and the methods that should be applied when implementing BCMS.

MONTH	DAY	LOCATION
November	10-11	Doha-Qatar
February 2015	9-10	Doha-Qatar
May 2015	11-12	Doha-Qatar
Duration: 2 days		**USD 1875**

Internal Auditor: ISO 22301

Learn how to conduct an internal audit of your BCMS to the requirements of ISO 22301. Establish the effectiveness of your system and gain valuable insight into the operations of your organization.

MONTH	DAY	LOCATION
November	12-13	Doha-Qatar
February 2015	11-12	Doha-Qatar
May 2015	13-14	Doha-Qatar
Duration: 2 days		**USD 1875**

Lead Auditor: ISO 22301 (A17456)

Learn how to lead a team to prepare for and conduct an independent audit of a BCMS to the requirements of ISO 22301. Emphasis is placed on independent auditing principles and practices.

MONTH	DAY	LOCATION
November	16-20	Doha-Qatar
February 2015	15-19	Doha-Qatar
May 2015	17-21	Doha-Qatar
Duration: 5 days		**USD 3355**

Occupational Health & Safety.

BS OHSAS 18001:2007

Our BS OHSAS 18001 management system training will help you understand the principles of setting up a robust framework to manage all your health and safety needs, whatever the size and nature of your business.

This will help you to build customer, supplier and employee confidence and protect the people you work with everyday.

Introduction OHSAS 18001

Learn the key concepts of BS OHSAS 18001 and how to achieve the highest standard of working environment.

MONTH	DAY	LOCATION
September	14	Doha-Qatar
November	9	Doha-Qatar
January 2015	18	Doha-Qatar
March 2015	22	Doha-Qatar
May 2015	24	Doha-Qatar
Duration: 1 day		**USD 755**

Implementing: OHSAS 18001

Using a step-by-step process, this comprehensive course helps delegates understand the requirements of BS OHSAS 18001.
It covers all the fundamental disciplines needed and the methods that should be applied when implementing Occupational Health & Safety Management Systems.

MONTH	DAY	LOCATION
September	15-16	Doha-Qatar
November	10-11	Doha-Qatar
January 2015	19-20	Doha-Qatar
March 2015	23-24	Doha-Qatar
May 2015	25-26	Doha-Qatar
Duration: 2 days		**USD 1355**

Internal Auditor: OHSAS 18001

Learn how to conduct effective audits of the BS OHSAS 18001 Management Systems for those who have a good understanding of health and safety.

MONTH	DAY	LOCATION
September	17-18	Doha-Qatar
November	12-13	Doha-Qatar
January 2015	21-22	Doha-Qatar
March 2015	25-26	Doha-Qatar
May 2015	27-28	Doha-Qatar
Duration: 2 days		**USD 1355**

Lead Auditor: OHSAS 18001 (A17036)

Learn how to plan, conduct and lead effective audits based on BS OHSAS 18001 to ensure best practice and compliance with health and safety legislation.

MONTH	DAY	LOCATION
September	21-25	Doha-Qatar
November	16-20	Doha-Qatar
January 2015	25-29	Doha-Qatar
March 2015	29- 2 April	Doha-Qatar
May 2015	31 - June 4	Doha-Qatar
Duration: 5 days		**USD 3055**

NEBOSH & IOSH courses available

Book online at bsigroup.ae/training or call +974 40 29 9001. Email us on bsi.me@bsigroup.com to know more.

17

Road Traffic Safety.

NEW

ISO 39001:2012

Our road traffic safety management system training will help you to understand the agreed industry standard aimed at targeting the reduction of death and serious injury in road traffic incidents. The new standard urges organizations to demonstrate their commitment to the safety and welfare of employees and the general public to reduce exacerbating risks. The ISO 39001 courses are aimed at organizations of all types and sizes but will be of particular interest to those operating fleets of vehicles, road constructors and maintainers and organizations that create demand for road traffic, such as retailers and public services.

Introduction ISO 39001

Discover the key features and benefits of Road Traffic Safety (RTS) Management Systems and how it can help your organization achieve RTS results.

MONTH	DAY	LOCATION
November	9	Doha-Qatar
March 2015	22	Doha-Qatar
June 2015	21	Doha-Qatar
Duration: 1 day		**USD 1145**

Implementing: ISO 39001

Using a step-by-step process, this comprehensive course covers all the fundamental disciplines needed and the methods that should be applied when implementing Road Traffic Safety (RTS) Management Systems.

MONTH	DAY	LOCATION
November	10-11	Doha-Qatar
March 2015	23-24	Doha-Qatar
June 2015	22-23	Doha-Qatar
Duration: 2 days		**USD 1875**

Internal Auditor: ISO 39001

Learn how to conduct effective audits by using appropriate tools and techniques when auditing Road Traffic Safety (RTS) Management Systems.

MONTH	DAY	LOCATION
November	12-13	Doha-Qatar
March 2015	25-26	Doha-Qatar
June 2015	24-25	Doha-Qatar
Duration: 2 days		**USD 1875**

Lead Auditor: ISO 39001

Gain the skills and knowledge to conduct and lead effective Road Traffic Safety (RTS) Management Systems audits to the requirements of ISO 39001.

MONTH	DAY	LOCATION
November	16-20	Doha-Qatar
March 2015	29 - 2 April	Doha-Qatar
June 2015	28 - 2 July	Doha-Qatar
Duration: 5 days		**USD 3355**

Food Safety Management.

ISO 22000:2005

There has been a continuous increase in consumer demand for safe food.

This has led to the development of numerous food safety standards. The growing number of national standards for food safety management has led to confusion. Consequently, there is a need for international harmonization and ISO aims to meet this need with ISO 22000.

ISO 22000 is intended to define the requirements for companies that desire to exceed the regulatory requirements for food safety.

Introduction: ISO 22000

This one day course provides a detailed overview of the clauses of ISO 22000 and illustrates how the standard can help you effectively maintain a food safety management system.

MONTH	DAY	LOCATION
November	9	Doha-Qatar
March 2015	22	Doha-Qatar
June 2015	21	Doha-Qatar
Duration: 1 day		**USD 1145**

Implementation: ISO 22000

This two day course will provide you an understanding of the requirements of ISO 22000:2005 and how to implement a food safety management standard in your organisation.

MONTH	DAY	LOCATION
November	10-11	Doha-Qatar
March 2015	23-24	Doha-Qatar
June 2015	22-23	Doha-Qatar
Duration: 2 days		**USD 1875**

ISO 22000 Internal Auditor

The primary objective of this training course is to instruct food safety auditors in the principles and practices specific to auditing for conformance with ISO 22000, including planning and preparation of the audit, audit practices, and reporting audit findings.

MONTH	DAY	LOCATION
November	12-13	Doha-Qatar
March 2015	25-26	Doha-Qatar
June 2015	24-25	Doha-Qatar
Duration: 2 days		**USD 1875**

ISO 22000 Lead Auditor (A17416)

This advanced course provides a thorough understanding of the definitions, concepts, requirements, and guidelines of ISO 22000, ISO/TS 22003, and ISO 19011, the HACCP principles based on Codex Alimentarius, and the national and international food safety legislation. Learn how to conduct all phases of an audit and to prepare and present effective audit reports.

MONTH	DAY	LOCATION
November	16-20	Doha-Qatar
March 2015	29 - 2 April	Doha-Qatar
June 2015	28 - 2 July	Doha-Qatar
Duration: 5 days		**USD 3355**

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Risk Management Principles and Guidelines

ISO 31000 Risk Management Training Courses

Start managing risk today with our ISO 31000:2009 Risk Management Principles and Guidance training course.

Find out how to implement your own risk management system and formalize the way you protect your business.

Risk Management Principles and Guidelines

Work with ISO 31000:2009 experts to understand how you can prevent recurring risks and protect your organization from common threats. And discover how a systematic approach to risk management paves the way for confidence and innovation.

This course can be tailored to your needs allowing you to tailor your own ISO

31000:2009 management system.

MONTH	DAY	LOCATION
Oct	29-30	Doha-Qatar
Dec	17-18	Doha-Qatar
February 2015	25-26	Doha-Qatar
April 2015	29-30	Doha-Qatar
June 2015	24-25	Doha-Qatar
Duration: 2 days		**USD 1875**

Environmental Management.

ISO 14001:2004

Our ISO 14001 management systems training puts environmental best practice at the heart of your operations. It enables your business to grow and succeed while reducing its impact on the environment.

You will learn how to meet the latest EMS policy requirements and benefit from a structured approach to achieving environmental objectives.

Introduction: ISO 14001

Discover the key features and benefits of Environmental Management Systems (EMS) and how it can help your business.

MONTH	DAY	LOCATION
September	7	Doha-Qatar
November	16	Doha-Qatar
January 2015	11	Doha-Qatar
April 2015	12	Doha-Qatar
Duration: 1 day		**USD 755**

Implementing: ISO 14001

Using a step-by-step process, this comprehensive course helps delegates understand the requirements of ISO 14001. It covers all the fundamental disciplines needed and the methods that should be applied when implementing Environmental Management Systems.

MONTH	DAY	LOCATION
September	8-9	Doha-Qatar
November	17-18	Doha-Qatar
January 2015	12-13	Doha-Qatar
April 2015	13-14	Doha-Qatar
Duration: 2 days		**USD 1355**

Internal Auditor: ISO 14001

Learn auditing tools and techniques for Environmental Management systems.

MONTH	DAY	LOCATION
September	10-11	Doha-Qatar
November	19-20	Doha-Qatar
January 2015	14-15	Doha-Qatar
April 2015	15-16	Doha-Qatar
Duration: 2 days		**USD 1355**

Lead Auditor: ISO 14001
IEMA Approved Lead Environmental Auditor

Specifically for environmental professionals who want to plan, conduct and lead effective audits.

MONTH	DAY	LOCATION
September	14-18	Doha-Qatar
November	23-27	Doha-Qatar
January 2015	18-22	Doha-Qatar
March 2015	15-19	Doha-Qatar
May 2015	17-21	Doha-Qatar
Duration: 5 days		**USD 3035**

Book online at bsigroup.ae/training or call +974 40 29 9001. Email us on bsi.me@bsigroup.com to know more.

21

Energy Management.

ISO 50001:2011

Our ISO 50001 energy management systems training will help you understand how to use, develop and manage policies and procedures to improve your energy efficiency, achieve targets, and reduce costs.

We can help you create awareness and embed a culture of best practice when managing energy across your organisation, allowing you to reduce your impact on the environment.

Introduction: ISO 50001

Gain an overview of the concepts, requirements and benefits to using an Energy Management System (EnMS) based on ISO 50001.

MONTH	DAY	LOCATION
November	16	Doha-Qatar
February 2015	1	Doha-Qatar
May 2015	3	Doha-Qatar
Duration: 1 day		**USD 1145**

Implementing: ISO 50001

Using a step-by-step process, this two-day course provides guidance on how to implement an ISO 50001 EnMS.

MONTH	DAY	LOCATION
November	17-18	Doha-Qatar
February 2015	2-3	Doha-Qatar
May 2015	4-5	Doha-Qatar
Duration: 2 days		**USD 1875**

Internal Auditor: ISO 50001

Becoming an internal auditor will help you review and improve an EnMS. During this two-day course, you'll be guided through the elements of an energy management internal audit based on ISO 50001.

MONTH	DAY	LOCATION
November	19-20	Doha-Qatar
February 2015	4-5	Doha-Qatar
May 2015	6-7	Doha-Qatar
Duration: 2 days		**USD 1875**

Lead Auditor: ISO 50001   (A17573)

Gain the skills and knowledge to conduct and lead effective EnMS audits to the requirements of ISO 50001.

MONTH	DAY	LOCATION
November	23-27	Doha-Qatar
February 2015	8-12	Doha-Qatar
May 2015	10-14	Doha-Qatar
Duration: 5 days		**USD 3355**

Our delegate said:

"I would like to say many thanks for organizing such wonderful course & the way it was presented. It was a great opportunity for meeting other colleagues. A special thanks to the trainer who presented the course in very professional way, It was really a memorable course. I greatly appreciate all the efforts made for the course."

Izzedine Abukhattab, Laboratory Technologist, **Medical Department**, Qatargas Operating Company Limited

Sustainable Events Management

Introduction to ISO 20121

Deliver the best events while maximizing their contribution to sustainability by completing our Introduction. ISO 20121, which superseded BS 8901, is designed for all types of events from conferences to the London 2012 Olympic Games and is applicable to venues, organisers and contractors.

MONTH	DAY	LOCATION
November	23	Doha-Qatar
February 2015	15	Doha-Qatar
May 2015	17	Doha-Qatar
Duration: 1 day		**USD 1145**

Implementing Sustainable Events Management ISO 20121

Gain skills to design, implement and maintain a management system to ISO 20121 standard and deliver immediate results. Understand the project management required and identify the resources needed to put ISO 20121 into place and ensure sustainable success by monitoring your management system through the auditing process.

MONTH	DAY	LOCATION
November	24-25	Doha-Qatar
February 2015	16-17	Doha-Qatar
May 2015	18-19	Doha-Qatar
Duration: 2 day		**USD 1875**

Internal Auditor: ISO 20121

Play a vital role in achieving business success through effective internal auditing to ISO 20121. Keep pace with the latest in sustainability management standards for event related products and services and ensure your business delivers optimum results right across the sustainability spectrum.

MONTH	DAY	LOCATION
November	26-27	Doha-Qatar
February 2015	18-19	Doha-Qatar
May 2015	20-21	Doha-Qatar
Duration: 2 day		**USD 1875**

Auditor Conversion ISO 14001 to ISO 20121

Get ahead in sustainability management system auditing and extend your ISO 14001 expertise to include ISO 20121. Auditing to both standards is simple with our Auditor Conversion ISO 14001 to ISO 20121 Training Course — helping you deliver successful sustainability management for events.

MONTH	DAY	LOCATION
November	24	Doha-Qatar
February 2015	16	Doha-Qatar
May 2015	18	Doha-Qatar
Duration: 1 day		**USD 1145**

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ALWAYS
CONNECTED!

**Chat with us!
visit bsigroup.ae**

Our delegate said:

"Thank you for customizing the course to ensure it was relevant to the student's needs, it really made a difference in enhancing their understanding!"

Leisa Dobson, Academic Coordinator – Business Faculty, **Abu Dhabi Men's College**

Distance Learning.

Our distance learning courses give you the option to train for globally recognized qualifications without disrupting your work. Our tutors will support you throughout and make sure you excel in your chosen field.

BSI Diploma in Quality Management Systems

Ideal for those involved at a strategic or operational level in implementing a quality management system, this distance learning based qualification comprises of eleven modules of study, covering ISO 9001, the application of quality management principles and the process of system implementation.

USD 2,985

BSI Certificate in Environmental Management Systems

Consisting of six modules of study this distance learning qualification follows the guidelines defined in BS 8555 – a phased approach to Environmental Management System implementation. The course also covers the understanding and application of ISO 14001.

USD 2,985

BSI Certificate in Occupational Health and Safety Management Systems

This distance learning qualification consists of eight modules of study. It provides an understanding of the structure, requirements and tools needed to implement an occupational health and safety management system.

USD 2,985

Get in touch with us!

Our training experts will be happy to discuss your needs. Call:

Doha: **+974 40 29 9001**

or email **bsi.me@bsigroup.com**

Omar Rashid
General Manager-Qatar
British Standards Institution
Group Middle East WLL
omar.rashid@bsigroup.com

Jemelyn Danao
Team Leader - MEA
+971 56 174 3133
Jemelyn.danao@bsigroup.com

Camille P. Marquez
Telesales Executive-Qatar
+974 7478 1987
camille.marquez@bsigroup.com

Abdulrahim Itani
BDM – In Company Trainings
+974 74 78 1990
abdulrahim.itani@bsigroup.com

Julie Haddad
Marketing &
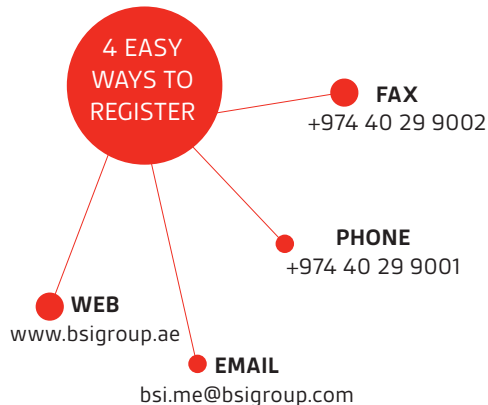Communications - Qatar
julie.haddad@bsigroup.com

Payment:
Payment for public course offerings is due upon registration. You may pay by che cheque or online payment (payable to BSI Management Systems) or bank transfer as per our invoice details. Course registration is not completed until payment has been received. Prices listed in this catalog are subject to change at any time.

Travel Arrangements:
Lodging and travel costs are not included in the course fee. The individual attending the course must make their own travel arrangements. A block of rooms will be held if possible at a special rate under "BSI Management Systems" but only up to one month prior to a course date. After that date, the hotel may charge a higher rate consistent with their prevailing rate schedule. It is therefore important to book hotel rooms immediately as rooms may sell out quickly.

4 EASY WAYS TO REGISTER

FAX +974 40 29 9002

PHONE +974 40 29 9001

WEB www.bsigroup.ae

EMAIL bsi.me@bsigroup.com

Course Confirmation:
• A confirmation letter of your registration on the course will only be sent to you when payment/LPO has been received by BSI.

• All courses are conducted in English unless otherwise Specified.

• Hard copies of course study materials shall only be sent upon advance request prior to the course after receiving the payment in BSI bank account.

• On receipt of the signed booking form, an invoice will be sent to you for immediate payment by Cheque, Bank transfer, or issue of Signed and Sealed LPO from your company. Please specify mode of payment.

Cancellation/Transfer Policy:
You may transfer to another training course up to 25 working days before the original course date. If you do, BSI will not make a refund for a cancellation of the original course and reserves the right to charge you for any increased costs. In order for BSI to manage its course diaries, you may transfer each of your courses once only.

All cancellation must be in writing. If you (or your candidate) do not attend a training course, or you wish to cancel within 25 working days prior to the start of such course, then the full payment for the course is payable. BSI reserves the right to charge any costs up to the date of cancellation. BSI will not refund course fees if you cancel distance learning, blended learning or e-learning courses, no matter when cancellation is made.

In the unlikely event and for unforeseen reasons ,BSI has the right to change the training content, tutors, dates and training venue which will be informed to the delegates.

ALWAYS CONNECTED!

Chat with us!
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bsi.

Please note: Course dates and prices are subject to change. Call us or check our website for the latest information.

BSI Management Systems Limited
Suite 208, 2nd Floor
Sultan Business Centre
PO Box 26444
Dubai - UAE
T: +971 4 336 4917
F: +971 4 336 0309

British Standards Institution Group Middle East LLC
Office 4605, Level 46,
Palm Tower B , West Bay
Doha - Qatar
T: +974 40 29 9001
F: +974 40 29 9002

BSI Healthcare Saudi Arabia LLC
854 Olaya Street
Al Ghadir District, 13311-3008
Riyadh - Saudi Arabia
T: +966 1 210 7732
bsigroup.ae
bsi.me@bsigroup.com