



By Royal Charter

BSI Training Catalogue.

July 2014 - June 2015

Turning our experience into your expertise

NEW

Diploma of Management BSB51107
Diploma of Quality Auditing BSB51607

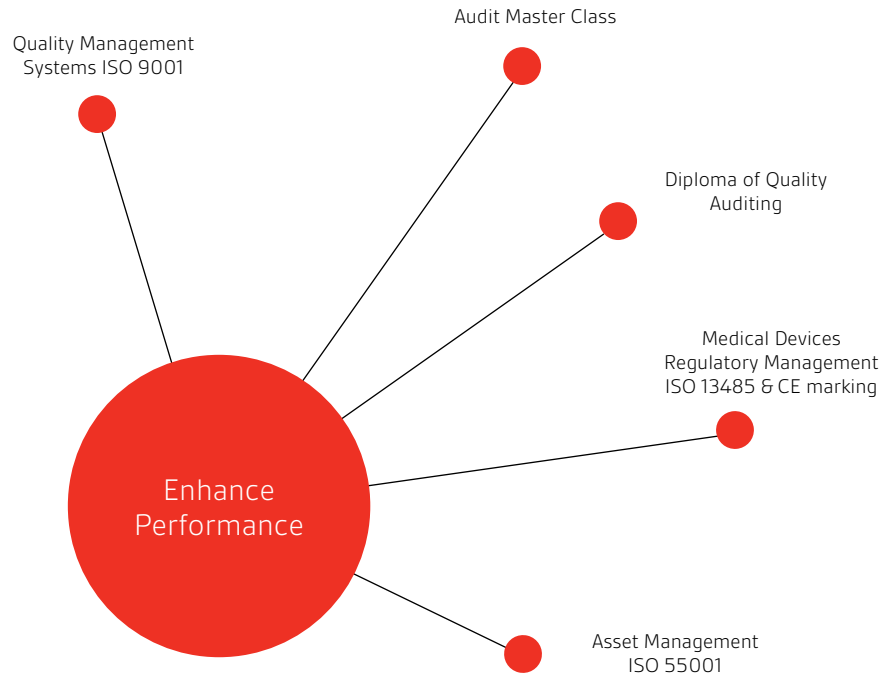
bsi.

...making excellence a habit.™

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



Book online at bsigroup.com/en-au/training or call 1300 730 134 to enquire about our public or in-house courses.



Welcome to BSI Training.

About us

BSI is the business standards company that helps organizations all over the world make excellence a habit. For more than a century we have been challenging mediocrity and complacency to help embed excellence into the way people and products work. That means working with businesses on how to improve performance, reduce risk and achieve sustainable growth.

Why train with us?

BSI is an industry thought leader in training to international compliance standards. Our training experts provide top quality training to organizations of all sizes and in all sectors. We're one of the world's leading providers of business improvement training, offering a range of solutions to keep your staff qualified and updated. Last year, we trained 88,000 people globally and achieved a satisfaction rate of 99%.

We aim to be first to market to keep your business relevant and provide you with the opportunity to enjoy first mover advantage by adopting new standards. From understanding how a standard can help your business, to implementing, monitoring and auditing your compliance to that standard, we can support you all the way.

Our trainers

Turn our experience into your expertise with our industry leading professionals. Our trainers are recognized as leaders in their field, and have specialist subject experience having implemented the standards themselves. They are trained to understand and meet your different learning needs, and they have years of industry experience.

They know what is required in an audit – so they'll train you to meet it. They know the thinking behind the standard – so they can convey that knowledge to drive and inspire your people. It's one of the reasons why our courses have outstanding pass rates and why 99% of our course delegates would recommend us.

Our approach

Within our training courses we use accelerated learning techniques 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 and successful learning experience.

Our Royal Charter



By Royal Charter

The history of Royal Charters dates back to the 13th century and are granted by the British Monarch on the recommendation from the UK Privy Council.

The original purpose of a Royal Charter was to create public or private corporations (including towns and cities), and to define their specific privileges and purpose.

Today, Royal Charters are given to public service bodies that work for the public interest. On 22 April 1929, the Engineering Standards Committee was granted a Royal Charter. The Charter was amended in 1931 changing the name to The British Standards Institution.

The Royal Charter states our functions as a standards body, as well as our ability to offer training, testing and certification services. The Charter also outlines aspects of how we are to be governed, such as; membership, the conduct of General Meetings and the composition of the Board.

Our venues

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

We are adding new courses and locations all the time, so if you can't find the course you want in the location you want, contact us on **1300 730 134**.

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 materials
- Reputable venues



1. Adelaide, SA
2. Brisbane, QLD
3. Canberra, ACT
4. Hobart, TAS
5. Melbourne, VIC
6. Perth, WA
7. Sydney, NSW
8. Townsville, QLD

In-house Training.

Designed for you

When you choose BSI In-house training, you can select a course 'off-the-shelf' from our extensive range. You can then ask us to adapt a course to your specific needs, or you can request a completely tailored course to be developed for you.

We will take the time to understand your organization's learning needs so that we can develop a tailored training solution that satisfies your business objectives. Working with you, we'll help to develop your people, improve processes and enhance your systems.

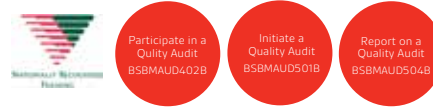
Whichever option you choose, you can be sure that you will be trained by a trainer who has practical experience under their belt and who understands your marketplace.

"The course was very well received. It was well structured with an optimum mix of interesting activities to ensure learning."

Jay Nair, Bluescope Steel

National Recognition

As well as delivering both our diploma pathways as in-house solutions, our Management Systems Internal Auditor course can be delivered on your premises and have nationally recognized units of competence attached to it. Following the course your staff will just need to complete the additional self paced learning and assessment tasks to gain the following units of competence:



Exclusive to in-house

All our courses and qualifications can be delivered on an in-house basis, but we also offer many courses exclusively in-house. These include:

Management Briefings

Our half day and one day management briefings give a high level introduction to management systems and the benefits of using standards. Aimed at senior management or board level, the workshops provide an understanding of the strategic benefits of standards and how you can use management systems to achieve your goals.



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, so that you see the return in your investment in your people

Exclusivity
Each in-house training session is exclusive to your organization – you can introduce company sensitive or market competitive information into sessions, without commercial compromise

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

You're in control
You can enhance the effectiveness of your training programme by incorporating a real live audit with the assistance of your trainer – 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 resources when fixing problems

Flexibility
BSI in-house training is as flexible and adaptable as it is effective – ensuring that you get the best possible learning experience and retain business as usual efficiency



Benefits to you

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

“The in-house ISO 14001 Lead Auditor training that BSI provided Barrick Australia Pacific with was very effective. The trainer was extremely knowledgeable and did an excellent job of engaging the participants by balancing theory with practical exercises and real-life examples. BSI was flexible and accommodating to Barrick’s specific training requirements which resulted in delivery of a high quality, cost effective session.”

Allison Brown,
Barrick (Australia Pacific) Limited

Diploma of Management. BSB51107

Our new Diploma of Management BSB51107 is designed to help you manage your team effectively and add value to your processes. You'll learn how to implement operational plans and continuous improvement strategies while managing risks within your business. You'll gain vital leadership skills learning how to plan, carry out and evaluate the work of both you, and your team.



How it works

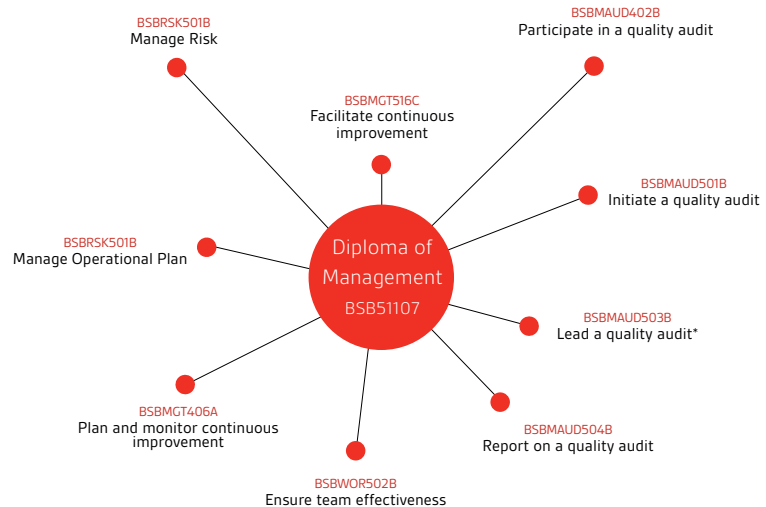
To achieve the Diploma of Management BSB51107 you just need to complete eight nationally recognized units of competence. Below are the units that we have chosen for our professional development pathway*.

Attend a five day lead auditor training course in ISO 9001, ISO 14001, AS/NZS 4801 or Food Safety to gain the theory and practical skills to perform audits. To prove the practical application of the skills you learnt in the classroom, and to contribute to the associated RTO units of competence, you'll be assigned a qualified assessor to provide feedback

and guidance as you work through self paced learning and assessment tasks.

Finally just attend our two day Risk Management & Operational Planning course and learn how to implement plans to effectively manage risks within your business. By submitting your final assessment you'll gain the final unit of competence required to make up the diploma. Once a BSI assessor has completed a final review of all your assessments and evidence you'll be awarded your Diploma of Management BSB51107.

Complete the assessments and receive the following nationally recognized units of competence:



Our Flexible Approach

From the date of enrollment you have 12 months to complete the Diploma in full. Our flexible modular format means you can spread your training days out, attending the lead auditor course in a variety of ways - from sitting the five days in one, to taking the two day Requirements course and then adding the auditing and team leader modules at a later stage. **See page 17** for further details on how our Lead Auditor courses work.

Recognition of Prior Learning (RPL)

If you've already got significant industry experience and access to the evidence to prove it, then we can assess your skills and knowledge through our Recognition of Prior Learning (RPL) pathway. This can remove the requirement of attending our formal training courses.


Speak to one of our experts on **1300 730 134** for more information.

How to book

You can choose to book for the diploma in full or book for the modules separately. Choose the Management System Lead Auditor course and the initial dates you'd like to attend from our catalogue and speak to one of our training team on **1300 730 134** to book. Let BSI help develop your career.

Booked together: \$4285 (GST exempt)

A simple guide to the Diploma of Management BSB51107 journey with BSI

Step	Step 1	Step 2	Step 3	Step 4
Actions	Attend BSI five day Lead Audit course in Quality, Environmental, OHS or Food Safety and complete Exemplar Global Assessments	Complete additional self-paced learning and assessment tasks	Attend BSI Risk Management & Operational Planning course and complete assessments	Qualified BSI assessor completes final review of assessments and evidence documents
Outcomes	<p>Gain Exemplar Global competency units in one of the following management systems standards:</p> <ul style="list-style-type: none"> QM Quality Management Systems EM Environmental Management Systems OH Occupational Health & Safety Management Systems FS Food Safety Management Systems <p>And in:</p> <ul style="list-style-type: none"> AU Management Systems Auditing TL Leading Management Systems Audit Teams 	<p>Gain the associated national units of competence:</p> <ul style="list-style-type: none"> BSBMGT516C Facilitate continuous improvement BSBAUD402B Participate in a quality audit BSBAUD501B Initiate a quality audit BSBAUD503B Lead a quality audit BSBAUD504B Report on a quality audit BSBWOR502B Ensure team effectiveness BSBMGT406A Plan and monitor continuous improvement 	<p>Gain the associated national units of competence:</p> <ul style="list-style-type: none"> BSBRK501B Manage Risk BSBMGT515A Manage Operational Plan 	 <p>Diploma of Management BSB51107</p>

*BSBAUD503B Lead a quality audit is an optional unit and isn't required to be awarded the Diploma of Management

Diploma of Quality Auditing.*

BSB51607

Our new Diploma of Quality Auditing* BSB51607 is designed for anyone who wants to build a career in auditing. You'll gain the skills to understand the entire audit process, report on feedback and facilitate continuous improvement. We'll give you the experience and assistance to take your audit skills to the highest standard. With a nationally recognized qualification you'll gain the recognition to take your career to the next level.



How it works

To achieve the Diploma of Quality Auditing* BSB51607 you just need to complete eight nationally recognized units of competence. Shown below are the units that we have chosen for our professional development pathway.

Attend a five day lead auditor training course in ISO 9001, ISO 14001, AS/NZS 4801 or Food Safety to gain the theory and practical skills to initiate and effectively lead the entire audit process. You'll be assigned a qualified assessor to provide feedback and guidance as you work through self paced learning and assessment tasks. These prove the practical application of the skills you learnt in the classroom

and contribute to seven of the eight associated RTO units of competence. Finally just attend our one day Audit Master Class course and learn how to take your audit skills to the next level. By submitting your final assessment you'll gain the final unit of competence required to make up the diploma. Once a BSI assessor has completed a final review of all your assessments and evidence you'll be awarded your Diploma of Quality Auditing BSB51607.

*The term quality auditing refers to best practice auditing and is relevant for a range of management systems including ISO 9001, ISO 14001, OHS and Food Safety Management Systems.

Complete the assessments and receive the following nationally recognized units of competence:



Our Flexible Approach

From the date of enrollment you have 12 months to complete the Diploma in full. Our flexible modular format means you can spread your training days out, attending the lead auditor course in a variety of ways - from sitting the five days in one, to taking the two day Requirements course and then adding the auditing and team leader modules at a later stage. See **page 17** for further details on how our Lead Auditor courses work.

Recognition of Prior Learning (RPL)

If you've already got significant industry experience and access to the evidence to prove it then we can assess your skills and knowledge through our Recognition of Prior Learning (RPL) pathway. This can remove the requirement of attending our formal training courses.

Speak to our training team on **1300 730 134** for more information.

How to book

You can choose to book for the diploma in full or book for the modules separately. Just choose the Management System Lead Auditor course and the initial dates you'd like to attend from our catalogue and speak to our training team on **1300 730 134** to book. Start your journey to auditing expert today.

Booked together: \$3885 (GST exempt)

A simple guide to the Diploma of Quality Auditing BSB51607 journey with BSI

Step	Step 1	Step 2	Step 3	Step 4
Actions	Attend BSI five day Lead Audit course in Quality, Environmental, OHS or Food Safety and complete Exemplar Global Assessments	Complete additional self-paced learning and assessment tasks	Attend BSI Audit Master Class course and complete assessments	Qualified BSI assessor completes final review of assessments and evidence documents
Outcomes	<p>Gain Exemplar Global competency units in one of the following management systems standards:</p> <ul style="list-style-type: none"> QM Quality Management Systems EM Environmental Management Systems OH Occupational Health & Safety Management Systems FS Food Safety Management Systems <p>And in:</p> <ul style="list-style-type: none"> AU Management Systems Auditing TL Leading Management Systems Audit Teams 	<p>Gain the associated national units of competence:</p> <ul style="list-style-type: none"> BSBMGT516C Facilitate continuous improvement BSBAUD402B Participate in a quality audit BSBAUD501B Initiate a quality audit BSBAUD503B Lead a quality audit BSBAUD504B Report on a quality audit BSBWOR502B Ensure team effectiveness BSBMGT406A Plan and monitor continuous improvement 	<p>Gain the associated national units of competence:</p> <ul style="list-style-type: none"> PSPGOV512A Use complex communication strategy 	

Quality Management.

ISO 9001

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'll drive positive customer experiences by achieving consistency in your quality of service.



Introduction to: ISO 9001

Understand the benefits ISO 9001 can bring to your organization and how you can use it to cut costs, boost efficiency and stay ahead of the competition.

14	July 2014	Melbourne
14	July 2014	Brisbane
28	July 2014	Sydney
11	August 2014	Melbourne
18	August 2014	Sydney
25	August 2014	Brisbane
08	September 2014	Sydney
22	September 2014	Perth
13	October 2014	Hobart
27	October 2014	Brisbane
27	October 2014	Adelaide
10	November 2014	Brisbane
10	November 2014	Melbourne
17	November 2014	Sydney
24	November 2014	Perth
08	December 2014	Melbourne
08	December 2014	Brisbane
19	January 2015	Sydney
02	February 2015	Melbourne
09	February 2015	Brisbane
16	February 2015	Perth
23	February 2015	Sydney
16	March 2015	Melbourne
16	March 2015	Brisbane
23	March 2015	Sydney
23	March 2015	Adelaide
13	April 2015	Hobart
20	April 2015	Sydney
20	April 2015	Melbourne
04	May 2015	Brisbane
11	May 2015	Perth
18	May 2015	Townsville
25	May 2015	Sydney
01	June 2015	Brisbane
15	June 2015	Melbourne

Duration: 1 Day

\$685 (inc GST)



For the latest dates speak to our training experts on 1300 730 134

ISO 9001 Requirements

Our training experts help you understand the requirements of ISO 9001 and how to implement a system that can help you enhance your operational performance.

14-15	July 2014	Melbourne
14-15	July 2014	Brisbane
28-29	July 2014	Sydney
11-12	August 2014	Melbourne
18-19	August 2014	Sydney
25-26	August 2014	Brisbane
08-09	September 2014	Sydney
22-23	September 2014	Perth
13-14	October 2014	Hobart
27-28	October 2014	Brisbane
27-28	October 2014	Adelaide
10-11	November 2014	Brisbane
10-11	November 2014	Melbourne
17-18	November 2014	Sydney
24-25	November 2014	Perth
08-09	December 2014	Melbourne
08-09	December 2014	Brisbane
19-20	January 2015	Sydney
02-03	February 2015	Melbourne
09-10	February 2015	Brisbane
16-17	February 2015	Perth
23-24	February 2015	Sydney
16-17	March 2015	Melbourne
16-17	March 2015	Brisbane
23-24	March 2015	Sydney
23-24	March 2015	Adelaide
13-14	April 2015	Hobart
20-21	April 2015	Sydney
20-21	April 2015	Melbourne
04-05	May 2015	Brisbane
11-12	May 2015	Perth
18-19	May 2015	Townsville
25-26	May 2015	Sydney
01-02	June 2015	Brisbane
15-16	June 2015	Melbourne

Duration: 2 Days

\$1285 (GST exempt)



"The Lead Auditor training I completed with BSI has equipped me with both the knowledge and practical skills to effectively meet the demands of my role."

Carmen Quintana, Manager Quality
NSW West Region, Transfield Services Limited

ISO 9001 Internal Auditor

Understand the requirements of ISO 9001 and then learn the skills to plan and execute internal audits. We'll take you from novice to expert quickly, using practical role playing and group workshops to guide you through the standard and the entire audit process.

14-17	July 2014	Melbourne
14-17	July 2014	Brisbane
28-31	July 2014	Sydney
11-14	August 2014	Melbourne
18-21	August 2014	Sydney
25-28	August 2014	Brisbane
08-11	September 2014	Sydney
22-25	September 2014	Perth
13-16	October 2014	Hobart
27-30	October 2014	Brisbane
27-30	October 2014	Adelaide
10-13	November 2014	Brisbane
10-13	November 2014	Melbourne
17-20	November 2014	Sydney
24-27	November 2014	Perth
08-11	December 2014	Melbourne
08-11	December 2014	Brisbane
19-22	January 2015	Sydney
02-05	February 2015	Melbourne
09-12	February 2015	Brisbane
16-19	February 2015	Perth
23-26	February 2015	Sydney
16-19	March 2015	Melbourne
16-19	March 2015	Brisbane
23-26	March 2015	Sydney
23-26	March 2015	Adelaide
13-16	April 2015	Hobart
20-23	April 2015	Sydney
20-23	April 2015	Melbourne
04-07	May 2015	Brisbane
11-14	May 2015	Perth
18-21	May 2015	Townsville
25-28	May 2015	Sydney
01-04	June 2015	Brisbane
15-18	June 2015	Melbourne

Duration: 4 Days

\$2385 (GST exempt)

ISO 9001 Lead Auditor

Our expert trainers will guide you through ISO 9001 in detail and you'll learn what it takes to plan, conduct and report on an audit. Become confident in managing teams of auditors when conducting internal and third party audits.

14-18	July 2014	Melbourne
28-01	July/August 2014	Sydney
11-15	August 2014	Melbourne
18-22	August 2014	Sydney
25-29	August 2014	Brisbane
08-12	September 2014	Sydney
22-26	September 2014	Perth
13-17	October 2014	Hobart
27-31	October 2014	Brisbane
27-31	October 2014	Adelaide
10-14	November 2014	Brisbane
10-14	November 2014	Melbourne
17-21	November 2014	Sydney
24-28	November 2014	Perth
08-12	December 2014	Melbourne
08-12	December 2014	Brisbane
19-23	January 2015	Sydney
02-06	February 2015	Melbourne
09-13	February 2015	Brisbane
16-20	February 2015	Perth
23-27	February 2015	Sydney
16-20	March 2015	Melbourne
16-20	March 2015	Brisbane
23-27	March 2015	Sydney
23-27	March 2015	Adelaide
13-17	April 2015	Hobart
20-24	April 2015	Sydney
20-24	April 2015	Melbourne
04-08	May 2015	Brisbane
11-15	May 2015	Perth
18-22	May 2015	Townsville
25-29	May 2015	Sydney
01-05	June 2015	Brisbane
15-19	June 2015	Melbourne

Duration: 5 Days

\$2885 (GST exempt)

We trained
88,000 delegates
globally in 2013



Management Systems Internal Auditor

Designed for anyone who has already attended one of our two day Requirements courses. This course uses practical role playing and group workshops to guide you through planning and executing internal audits.

16-17	July 2014	Melbourne
16-17	July 2014	Brisbane
30-31	July 2014	Sydney
13-14	August 2014	Melbourne
20-21	August 2014	Sydney
27-28	August 2014	Brisbane
10-11	September 2014	Sydney
17-18	September 2014	Brisbane
24-25	September 2014	Perth
01-02	October 2014	Melbourne
15-16	October 2014	Hobart
15-16	October 2014	Sydney
29-30	October 2014	Brisbane
12-13	November 2014	Brisbane
12-13	November 2014	Melbourne
19-20	November 2014	Sydney
26-27	November 2014	Perth
10-11	December 2014	Brisbane
10-11	December 2014	Melbourne
21-22	January 2015	Sydney
04-05	February 2015	Melbourne
11-12	February 2015	Brisbane
18-19	February 2015	Perth
25-26	February 2015	Sydney
18-19	March 2015	Melbourne
18-19	March 2015	Brisbane
25-26	March 2015	Sydney
25-26	March 2015	Adelaide
15-16	April 2015	Hobart
22-23	April 2015	Sydney
22-23	April 2015	Melbourne
06-07	May 2015	Brisbane
13-14	May 2015	Perth
20-21	May 2015	Townsville
27-28	May 2015	Sydney
03-04	June 2015	Brisbane
17-18	June 2015	Melbourne

Duration: 2 Days

\$1285 (GST exempt)

ISO 9001 Revision Seminars

NEW

The internationally acclaimed standard for ISO 9001 Quality Management is currently under revision to ensure it remains relevant to the business issues and challenges which organizations face today. There are no formal prerequisites for this course, so get ahead of everyone else and book a seminar with us today.

07	July 2014	Melbourne
14	July 2014	Sydney
31	July 2014	Perth

Duration: 3 hours

\$185 (inc GST)

There are no formal prerequisites for this Revision Seminar, so be ahead of everyone else and book a seminar with us today.



Audit Master Class

This one-day intensive course is suitable for auditors of any discipline. The course will introduce you to a variety of auditing approaches and refresh and enhance your communication skills during audits. This course makes up part of the BSI Diploma in Quality Auditing BSB51607 – see pages 10-11 for further details.

Complete the assessment and receive the following nationally recognized units of competence:



Use a complex communication strategy
PSPGOV512A

10	July 2014	Melbourne
15	August 2014	Brisbane
04	September 2014	Sydney
05	September 2014	Melbourne
12	September 2014	Brisbane
26	September 2014	Perth
05	November 2014	Sydney
05	November 2014	Melbourne
07	November 2014	Brisbane
28	November 2014	Perth
03	December 2014	Sydney
13	February 2015	Sydney
20	February 2015	Perth
27	February 2015	Melbourne
01	May 2015	Sydney
13	May 2015	Perth
13	May 2015	Melbourne
20	May 2015	Brisbane

Duration: 1 Day

\$885 (GST exempt)

Asset Management.

ISO 55001

If your organization has multiple assets at the heart of your business, you'll know that an efficient asset management strategy, regardless of whether the assets are financial, physical or organizational should contribute to better operating results, performance and ultimately improve your bottom line.

ISO 55001 provides clear guidance on building an asset management system that brings strategy and day-to-day action together, allowing you to run a more efficient business.



Fundamentals of ISO 55001

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 and tools in joined up management of any types of asset.

Duration: 2 Days

In-house

Key Elements 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. Delegates are taken through a structured programme that includes a balance of theory and practice using a combination of collaborative learning and practical activities.

Duration: 1 Day

In-house

ISO 55001 Requirements

The effective management of assets is becoming increasingly important to organizations and their interested parties. 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.

Duration: 1 Day

In-house

**NEW
Training Courses
Available**

Speak to our training experts
today in booking a course on
1300 730 134



Your training journey to get the best out of your management system:

1

Getting Started

Understand the Standard and its benefits.

2

Implementing

Use best practice tools to implement the Standard.

3

Auditing

Develop your expertise to assess the effectiveness of your system.

4

Improving

Improving performance of your system and advance your knowledge and skills with full qualifications.

Flexible Auditor and Lead Auditor Courses.

ISO 9001 • ISO 14001 • AS/NZS 4801 • ISO 22000

Our flexible courses allow you to become an auditor or lead auditor at your own pace.

How it works

After attending one of our two day Requirements courses, you can upskill yourself with modules in Management Systems Auditing and Leading Audit Teams, either immediately or at a later date.

Exams are given at the end of each module and delegates who successfully complete the courses and pass the relevant exams receive a BSI Certificate of Attainment for each of the separate competency units taken, also certified by Exemplar Global.

Exemplar Global TPECS (Training Provider Examination Scheme) is a competency based training certification designed to give you the skills to get the most out of your management system, and prove your competence by gaining globally recognized levels of attainment.

Valuing both your time and education

- Less time out of the office and more time to implement your classroom learning
- Reduced travel costs
- Exam retakes are taken electronically

Learn at your own pace

Our flexible format gives you different attendance options. Achieve your learning goals with either one or three separate courses, or take all five days together.

Expand your qualifications in just two days

Once you have achieved competency as Lead Auditor in any of our schemes, you only need two more days of a Requirements course to obtain competency as a Lead Auditor in another management system.

Understand the standard with our 2 day Requirements courses:

ISO 9001 Quality - QM: 2 days
 ISO 14001 Environmental - EM: 2 days
 OH&S Management - OH: 2 days
 Food Safety Management - FS: 2 days

+

Learn to perform internal audits:

Management Systems Internal Auditor
 AU: 2 day

+

Learn how to lead audit teams:

Leading Audit Teams
 TL: 1 day

Medical Devices.

ISO 13485 & CE marking

Our ISO 13485 quality management training will help you to demonstrate your ability to provide medical devices and related services that consistently meet customer requirements and regulatory requirements.

Our CE marking courses will give you solid understanding of the medical devices regulatory requirements and directives to help you sell your products within the EU.



Introduction to: ISO 13485

Compare ISO 13485, its requirements to ISO 9001 and the Food and Drug Administration's Quality System Regulation. Find ways you can increase efficiency and cost savings through quality management, while understanding how you can better meet customer and regulatory requirements.

04	September 2014	Sydney
16	March 2015	Sydney

Duration: 1 Day **\$985 (inc GST)**

Implementing: ISO 13485

Gain an introduction to the concepts needed to understand, develop, and implement a quality management system as outlined in ISO 13485. Work with our training experts to gain the skills to lead processes, develop policies and measure your progress towards ISO 13485 compliance, while achieving and maintaining best quality management practice and gaining customer confidence.

11-12	August 2014	Sydney
15-16	September 2014	Melbourne
12-13	November 2014	Sydney
16-17	March 2015	Sydney

Duration: 2 Days **\$1585 (inc GST)**

ISO 13485: Clause By Clause

This two day course has been designed to provide an in depth understanding of ISO 13485. On completion of this training, participants will be able to apply their knowledge to the development of a ISO 13485 compliant quality management system and help maintain on going certification of their organization.

07-08	August 2014	Sydney
08-09	December 2014	Sydney
25-26	March 2015	Sydney
11-12	May 2015	Melbourne
22-23	June 2015	Sydney

Duration: 2 Days **\$1585 (inc GST)**

Internal Auditor: ISO 13485

Learn more about the responsibilities of an ISO 13485 auditor and how your business can maintain compliance, and get the most out of your certification. The course covers the entire audit process, giving you the skills to effectively plan, prepare and conduct an audit, and the confidence to report on audit results and lead corrective follow up actions.

05-06	November 2014	Sydney
29-30	April 2015	Sydney

Duration: 2 Days **\$1585 (inc GST)**

Lead Auditor: ISO 13485

Review ISO 13485 and build on the principles of process auditing in accordance with quality management system standards. Work with our training experts to understand the entire audit process at the lead level from planning, to managing and reporting on audit results. Learn about the concepts of risk management (ISO 14971) and its integration with the audit approach.

22-26	September 2014	Sydney
04-08	May 2015	Sydney

Duration: 5 Days **\$3885 (inc GST)**

Introduction to: CE marking

Gain an introduction to the Medical Device Directives (MDD, AIMDD, IVDD) and understand their background and key features. On completion of this course you'll be able to make informed decisions on meeting the requirements of medical device directives, identify the steps required to reduce the risks in the regulatory process and bring products to the EU market much quicker.

29	September 2014	Sydney
10	March 2015	Sydney

Duration: 1 Day **\$985 (inc GST)**

Medical Devices CE marking

Become confident in understanding the legal and operational aspects of European regulatory and standards principles to ensure your devices quickly meet safety quality standards. Learn how to identify risks and report product changes to ensure the quality and safety of your products.

Duration: 3 Days **In-house**

Introduction to: CE marking for the In Vitro Diagnostics Directive

Gain an introduction to the In Vitro Diagnostics Directive (IVDD) covering its background and key features. Understand the entire audit process so you can go on to develop IVD quality products, meet safety standards, gain EU market access and maintain compliance throughout the lifecycle of your products.

Duration: 1 Day **In-house**

Application of the In Vitro Diagnostics Directive

Learn about the In Vitro Diagnostic Directive regulatory and standards principles, so you can ensure you're manufacturing to regulatory requirements and developing safe and effective devices.

Duration: 3 Days **In-house**

Creating and Maintaining Compliant Technical Files and Design Dossiers

Learn how to locate and identify regulatory requirements and guidance documents to write procedures and maintain compliant technical files and design dossiers that will help you to sell your product within the EU.

Duration: 1 Day **In-house**

Clinical Evaluation for Medical Devices

Learn what information is necessary to demonstrate clinical safety of products in accordance with the requirements of the European Medical Devices Directive and the Active Implantable Medical Devices Directive.

Duration: 1 Day **In-house**

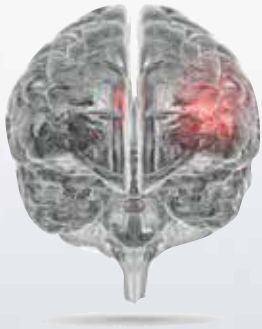
Medical Devices Risk Management.

ISO 14971

Our ISO 14971 Risk Management training is essential for all medical device manufacturers.

You will learn how to identify, evaluate and control risks associated with medical devices throughout the product life-cycle. We can help you implement a risk management framework to achieve ongoing compliance.

At the end of this training you will take away the tools to confidently manage risk to an international standard.



Medical Devices Risk Management: ISO 14971

Our ISO 14971 risk management training is an essential and international accreditation for all medical device manufacturers. You will learn how to identify, evaluate and control risks associated with medical devices throughout the product lifecycle, helping you implement a risk management framework to achieve ongoing compliance. At the end of this training you will have the tools to confidently manage risk to an international standard.

22	July 2014	Sydney
07	October 2014	Sydney
09	April 2015	Sydney

Duration: 1 Day **\$985 (inc GST)**

Post Market Surveillance and Vigilance

Learn about the requirements of the European medical device directives (90/385/EEC, 93/42/EEC, 98/79/EC), standards and guidance documents to enable effective implementation of a post-market surveillance system.

Duration: 1 Day **In-house**

Device - Drug Combinations: Practical Guidance on Borderline Issues and the Consultation Process

Learn about European legislation for borderline products, and gain insight into further information and guidance related to the distinction between medical devices and medicinal products. Understand the ancillary medicinal substance consultation process, and find common problems encountered by manufacturers during this process. This course also examines devices incorporating derivatives of human blood or plasma.

Duration: 1 Day **In-house**

In-house Training

Discuss your product development in confidential surroundings by opting for tailored in-house training

Business Continuity.

ISO 22301

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 damage to your premises, extreme weather conditions and IT system failure.



Performance

Risk

Sustainability

Introduction to: 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.

Duration: 1 Day

In-house

Internal Auditor: ISO 22301

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

The course covers every part of the audit, giving you and your team the skills to plan, conduct and report on an audit, and the confidence to maintain certification.

Duration: 2 Days

In-house

Crisis and Incident Management

Learn the theory and practical aspects for dealing with a variety of incidents. This course is aimed at those who are tasked with managing an incident.

Duration: 2 Days

In-house

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 Business Continuity Management Systems.

16-17	September 2014	Sydney
27-28	October 2014	Melbourne
18-19	March 2015	Sydney
20-21	April 2015	Melbourne

Duration: 2 Days

\$1385 (inc GST)

Lead Auditor: ISO 22301

Learn how to lead a team to prepare for and conduct an independent audit of a Business Continuity Management System to the requirements of ISO 22301.

Our IRCA certified course will give you the confidence to plan and lead the entire audit process. Our trainers are the best in the business and can help you understand how to get the most out of your system.

Duration: 5 Days

In-house

Information Security.

ISO/IEC 27001

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 to: ISO/IEC 27001

This comprehensive one-day course explores in depth all of the business implications of the international standard for ISO/IEC 27001 Information Security Management.

24	November 2014	Melbourne
01	December 2014	Sydney
09	February 2015	Sydney
16	February 2015	Melbourne
11	May 2015	Sydney
15	June 2015	Melbourne

Duration: 1 Day **\$685 (inc GST)**

Lead Implementer: ISO/IEC 27001

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

24-28	November 2014	Melbourne
01-05	December 2014	Sydney
09-13	February 2015	Sydney
16-20	February 2015	Melbourne
11-15	May 2015	Sydney
15-19	June 2015	Melbourne

Duration: 5 Days **\$2885 (GST exempt)**

Implementing: ISO/IEC 27001

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.

24-26	November 2014	Melbourne
01-03	December 2014	Sydney
09-11	February 2015	Sydney
16-18	February 2015	Melbourne
11-13	May 2015	Sydney
15-17	June 2015	Melbourne

Duration: 3 Days **\$1885 (GST exempt)**

Internal Auditor: ISO/IEC 27001

The course aims to provide guidance and practical experience in planning, executing, and reporting Information Security Management System audits.

21-22	August 2014	Melbourne
25-26	September 2014	Sydney
29-30	October 2014	Melbourne
22-23	April 2015	Sydney
01-02	June 2015	Melbourne

Duration: 2 Days **\$1385 (inc GST)**

Auditor/Lead Auditor: ISO/IEC 27001

Learn how to conduct and lead audits to enable successful management of an ISO/IEC 27001 management system. This globally recognized lead auditor qualification will equip you with the skills to manage threats and reduce risks to your management system through enhanced information security processes.

28-01	July/August 2014	Sydney
04-08	August 2014	Melbourne
29-03	September/October 2014	Sydney
02-06	March 2015	Sydney
23-27	May 2015	Melbourne
28-02	June/July 2015	Sydney

Duration: 5 Days **\$2885 (GST exempt)**

"I found the ISO/IEC 27001 Lead Auditor course offered immense benefit across multiple dimensions including course content, industry experience and auditing techniques. The course delivered by experienced trainers amplified this experience enabling participants to develop and enhance their auditing skills."

Michael Markarian
Asia-Pacific Regional Quality Manager,
Hewlett Packard

ISO/IEC 27001:2013 Transition Courses.

Understand the relationship between ISO/IEC 27001:2013 and its predecessor ISO/IEC 27001:2005, and the impact that the new standard is likely to have on your existing ISMS. As a prerequisite, knowledge of the existing ISO/IEC 27001:2005 standard is highly recommended.

Transitioning from ISO/IEC 27001:2005 to ISO/IEC 27001:2013

This one-day course is aimed at those who already have or are implementing an Information Security Management System (ISMS) conforming to ISO/IEC 27001:2005. As the information security standard is now available, all who have an interest in the standard can now learn what is required to conform and transition to the current version.

20	October 2014	Sydney
22	October 2014	Melbourne
09	May 2015	Sydney
11	May 2015	Melbourne

Duration: 1 Day **\$685 (inc GST)**

Lead Auditor: Transitioning from ISO/IEC 27001:2005 to ISO/IEC 27001:2013

This two day course, is aimed at lead auditors currently consulting, implementing or auditing Information Security Management Systems conforming to ISO/IEC 27001:2005. With the updated standard ISO/IEC 27001:2013 now available, there is a need for organizations to prepare for ISMS audits that check conformance with the current standard. Information security management lead auditors, after having passed this course and a two hour examination, will be able to meet that need.

20-21	October 2014	Sydney
22-23	October 2014	Melbourne
09-10	May 2015	Sydney
11-12	May 2015	Melbourne

Duration: 2 Days **\$1285 (inc GST)**

Cloud Security.

STAR Certification

Cloud computing is growing rapidly, and as more and more organizations use cloud services, there is increasing pressure on Cloud Service Providers (CSPs) to demonstrate that they can be trusted to keep user information and data safe. By achieving STAR certification, CSPs can show that they comply with the fundamental security principles outlined in the Cloud Security Alliance's Cloud Control Matrix (CCM) – and importantly for reassuring users – that this has been independently assessed.



Introduction to the Cloud, Security and STAR Certification

This one day course will provide an insight into the fundamentals of cloud computing, its advantages and disadvantages, whilst providing an insight into how the CSA STAR certification model will work and how it can help you to decide if you wish to outsource your services to the cloud.

15	September 2015	Sydney
02	February 2015	Sydney

Duration: 1 Day **\$885 (inc GST)**

Auditing Cloud Security for STAR Certification

Learn how to audit a cloud service provider's cloud security, assessing compliance with the Cloud Security Alliance (CSA) Cloud Control Matrix (CCM) and determining a maturity level for their security controls.

24	October 2014	Sydney
13	March 2015	Sydney

Duration: 1 Day **\$885 (inc GST)**

cloud
CSA security
 allianceSM





Risk Management & Operational Planning.

Organizations that balance their risks effectively benefit from greater opportunities and simultaneously defend, protect and enhance their reputation, business and brand. Learn how to develop and implement operational plans to help you identify and manage business risk.

Complete the formal assessments and receive the following nationally recognized units of competence:



03-04	July 2014	Brisbane
16-17	July 2014	Sydney
02-03	September 2014	Sydney
03-04	September 2014	Melbourne
10-11	September 2014	Brisbane
24-25	September 2014	Perth
03-04	November 2014	Sydney
05-06	November 2014	Brisbane
06-07	November 2014	Melbourne
26-27	November 2014	Perth
01-02	December 2014	Sydney
11-12	February 2015	Sydney
18-19	February 2015	Perth
25-26	February 2015	Melbourne
29-30	April 2015	Sydney
11-12	May 2015	Melbourne
15-16	May 2015	Perth
18-19	May 2015	Brisbane

Duration: 2 Days

\$1285 (GST exempt)

Nationally Recognized Diploma Pathways

Ensure your systems are running to the highest standard and give yourself the opportunity to progress your career with one of our nationally recognized diploma qualifications.

Route to qualification:

- Complete a BSI Lead Auditor course
- Complete additional self-paced learning and assessment tasks
- Complete either:
 - Risk Management & Operational Planning course for BSB51107 Diploma of Management
 - Audit Master Class course for BSB51607 Diploma of Quality Auditing
- A qualified BSI assessor completes a final review of assessments and evidence documents

Read more on info on our website:
bsigroup.com/en-au/training

Food Safety and Quality.

Organizations involved in the food supply chain are responsible for sourcing and delivering safe food to the highest quality.

From understanding the principles and application of HACCP to implementing effective internal audit processes, we'll help you meet customer requirements and ensure your food products are in line with global food safety best practice.



Food Handling, Hygiene and Good Manufacturing Practices

Based on global best practice, this course helps you and your staff to understand the potential risk of poor food handling and hygiene habits and how to implement the correct practices to reduce food contamination and associated illness.

Learn how to effectively review existing work place Good Manufacturing Practices (GMP) to control the general hygiene and environmental conditions of your food operations.

Duration: 1 Day

In-house only

In-house Training

Discuss your product development in confidential surroundings by opting for tailored in-house training.

HACCP Requirements

Understand the principles of HACCP and how you can use them to develop a HACCP plan to identify, evaluate and control food safety hazards. Our food safety training experts guide you through the requirements of HACCP in full so you can implement a system that demonstrates your commitment to food safety and manages your risks effectively.

04-05	August 2014	Townsville
19-20	August 2014	Melbourne
20-21	August 2014	Sydney
20-21	August 2014	Brisbane
03-04	September 2014	Sydney
22-23	September 2014	Brisbane
24-25	September 2014	Perth
15-16	October 2014	Sydney
27-28	October 2014	Brisbane
29-30	October 2014	Melbourne
12-13	November 2014	Brisbane
26-27	November 2014	Perth
03-04	December 2014	Melbourne
08-09	December 2014	Sydney
09-10	February 2015	Melbourne
16-17	February 2015	Sydney
02-03	March 2015	Brisbane
16-17	March 2015	Perth
30-31	March 2015	Melbourne
13-14	April 2015	Sydney
20-21	April 2015	Brisbane
18-19	May 2015	Melbourne
01-02	June 2015	Perth
15-16	June 2015	Sydney
22-23	June 2015	Brisbane

Duration: 2 Days

\$1285 (GST exempt)

Introduction to Food Safety Management Systems

Become familiar with ISO 22000 and understand how you can use it in your organization to produce safe, quality food products that meet specifications and customer requirements.

28	July 2014	Sydney
15	September 2014	Brisbane
22	September 2014	Perth
29	September 2014	Melbourne
13	October 2014	Sydney
10	November 2014	Brisbane
24	November 2014	Perth
08	February 2015	Melbourne
16	February 2015	Sydney
16	February 2015	Melbourne
09	March 2015	Brisbane
13	April 2015	Sydney
18	April 2015	Melbourne
04	May 2015	Perth
11	May 2015	Brisbane
15	June 2015	Sydney
29	June 2015	Perth

Duration: 1 Day

\$685 (inc GST)

Food Safety Management Systems Requirements

Understand the requirements of a Food Safety Management System and gain the skills to implement a system to help you produce safe products and effectively identify and assess food safety hazards.

28-29	July 2014	Sydney
15-16	September 2014	Brisbane
22-23	September 2014	Perth
29-30	September 2014	Melbourne
13-14	October 2014	Sydney
10-11	November 2014	Brisbane
24-25	November 2014	Perth
16-17	February 2015	Melbourne
16-17	February 2015	Sydney
09-10	March 2015	Brisbane
13-14	April 2015	Sydney
18-19	April 2015	Melbourne
04-05	May 2015	Perth
11-12	May 2015	Brisbane
18-19	May 2015	Melbourne
15-16	June 2015	Sydney
29-30	June 2015	Perth

Duration: 2 Days

\$1285 (GST exempt)

Effective Food Safety Auditing

Move from compliance to value added audits with our new food industry specific auditing course. Implement effective internal audit processes that enable you to meet customer requirements and identify opportunities for continual improvement.

15-16	October 2014	Sydney
12-13	November 2014	Brisbane
18-19	February 2015	Melbourne
18-19	February 2015	Sydney
11-12	March 2015	Brisbane
15-16	April 2015	Sydney
20-21	April 2015	Melbourne
06-07	May 2015	Perth
13-14	May 2015	Brisbane
20-21	May 2015	Melbourne
17-18	June 2015	Sydney

Duration: 2 Days

\$1285 (GST exempt)

NEW

“Our trainer’s knowledge and experience as an auditor proved to be a real advantage.”

Patrice Whitehouse
Management Systems Manager
Parmalat Australia Ltd

Food Safety Management Systems Requirements and Effective Food Safety Auditing

Understand the requirements of a food safety management system and then learn how to plan, organize, conduct and follow up what a food safety audit in accordance with industry best practice.

13-16	October 2014	Sydney
10-13	November 2014	Brisbane
16-19	February 2015	Melbourne
16-19	February 2015	Sydney
09-12	March 2015	Brisbane
13-16	April 2015	Sydney
18-21	April 2015	Melbourne
04-07	May 2015	Perth
11-14	May 2015	Brisbane
18-21	May 2015	Melbourne
15-18	June 2015	Sydney

Duration: 4 Days

\$2385 (GST exempt)



We're Australia's leading food safety certification provider, with extensive auditing capacity and capability to conduct integrated audits for a wide range of Food Safety standards across the entire food and beverage supply chain - including GFSI recognized standards.

Our service solution for food safety includes certification, training, assessment, and supply chain software, - providing you and your customers assurance and enabling you to manage risk more effectively.

HACCP Refresh

Update your knowledge and understanding of the Codex HACCP Principles. This one day course will keep you aware of the HACCP regulatory requirements in Australia and ensure you're meeting the refresher training requirements of various schemes and standards.

30	July 2014	Sydney
06	August 2014	Townsville
13	August 2014	Melbourne
17	September 2014	Brisbane
09	October 2014	Melbourne
17	October 2014	Sydney
29	October 2014	Brisbane
20	November 2014	Sydney
28	November 2014	Perth
10	December 2014	Sydney
10	December 2014	Melbourne
12	February 2015	Melbourne
19	February 2015	Sydney
06	March 2015	Brisbane
20	March 2015	Perth
03	April 2015	Melbourne
17	April 2015	Sydney
24	April 2015	Brisbane
21	May 2015	Melbourne
05	June 2015	Perth
19	June 2015	Sydney
25	June 2015	Brisbane

Duration: 1 Day

\$585 (GST exempt)

For the latest
dates speak
to our training
experts on
1300 730 134

Allergen Management and VITAL 2



Understand how you can manage allergies in manufacturing and how you can use the VITAL tool to assess the potential impact of allergen cross-contact and present allergen advice consistently.

14	August 2014	Melbourne
22	August 2014	Brisbane
26	September 2014	Perth
10	October 2014	Melbourne
30	October 2014	Brisbane
19	November 2014	Sydney
11	February 2015	Melbourne
18	February 2015	Sydney
04	March 2015	Brisbane
18	March 2015	Perth
01	April 2015	Melbourne
05	April 2015	Sydney
15	April 2015	Sydney
22	April 2015	Brisbane
20	May 2015	Melbourne
03	June 2015	Perth
17	June 2015	Sydney
24	June 2015	Brisbane

Duration: 1 Day

\$685 (inc GST)

Can't find the food safety course you're looking for?

We can provide tailored courses to suit your food safety training needs. Our food safety industry leaders can adapt a course to suit your specific requirements, or you can request a completely tailored course to be developed for you. Whichever option you choose, you can be sure that you will be trained by one of our food safety experts who has practical experience under their belt and who understands your industry.

To find out more about our tailored training options, call our team on **1300 730 134**

Occupational Health & Safety.

AS/NZS 4801 & OHSAS 18001

Our OH&S 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.

Based on both the local standard AS/NZS 4801 and the globally recognized OHSAS 18001 standard, our training will help you to build customers, supplier and employee confidence and protect the people you work with everyday.



Introduction to AS/NZS 4801

Gain an understanding of OHS management systems and how you can use them to create a safe and risk free work environment. Understand your organization's responsibility to workplace health and safety and ensure your work is being performed in line with safety legislation.

14	July 2014	Melbourne
18	August 2014	Sydney
15	September 2014	Brisbane
22	September 2014	Perth
29	September 2014	Melbourne
13	October 2014	Sydney
24	November 2014	Perth
08	December 2014	Melbourne
19	January 2015	Sydney
02	February 2015	Melbourne
09	February 2015	Brisbane
16	February 2015	Perth
23	March 2015	Sydney
04	May 2015	Melbourne
04	May 2015	Brisbane
11	May 2015	Perth
25	May 2015	Sydney
01	June 2015	Brisbane

Duration: 1 Day

\$685 (inc GST)

AS/NZS 4801 Requirements

Using a step-by-step process, this comprehensive course helps delegates understand the requirements of AS/NZS 4801 and OHSAS 18001. Find out what it takes to put an effective OHS management system in place and make sure you don't miss out on crucial tendering opportunities.

14-15	July 2014	Melbourne
18-19	August 2014	Sydney
15-16	September 2014	Brisbane
22-23	September 2014	Perth
29-30	September 2014	Melbourne
13-14	October 2014	Sydney
24-25	November 2014	Perth
08-09	December 2014	Melbourne
19-20	January 2015	Sydney
02-03	February 2015	Melbourne
09-10	February 2015	Brisbane
16-17	February 2015	Perth
23-24	March 2015	Sydney
04-05	May 2015	Melbourne
04-05	May 2015	Brisbane
11-12	May 2015	Perth
25-26	May 2015	Sydney
01-02	June 2015	Brisbane

Duration: 2 Days

\$1285 (GST exempt)

AS/NZS 4801 Internal Auditor

Understand the requirements and how to implement an OHS/WHS management system in your business and then learn the skills to plan and execute internal audits. This course will take you from novice to expert quickly, using practical role playing and group workshops to guide you through the standard and the entire audit process.

14-17	July 2014	Melbourne
15-18	July 2014	Brisbane
22-25	September 2014	Perth
29-02	September/October 2014	Melbourne
13-16	October 2014	Sydney
24-27	November 2014	Perth
08-11	December 2014	Melbourne
19-22	January 2015	Sydney
02-05	February 2015	Melbourne
09-12	February 2015	Brisbane
16-19	February 2015	Perth
23-26	March 2015	Sydney
04-07	May 2015	Melbourne
04-07	May 2015	Brisbane
11-14	May 2015	Perth
25-28	May 2015	Sydney
01-04	June 2015	Brisbane

Duration: 4 Days **\$2385 (GST exempt)**

AS/NZS 4801 Lead Auditor

Familiarize yourself with the requirements of the standards before developing practical audit skills. Our expert trainers will guide you through AS/NZS 4801 and OHSAS 18001 in detail and you'll learn what it takes to plan, conduct and report on an audit. You'll also become confident in managing teams of auditors in your organization or as part of a third party audit.

14-18	July 2014	Melbourne
15-19	July 2014	Brisbane
22-26	September 2014	Perth
29-03	September/October 2014	Melbourne
13-17	October 2014	Sydney
24-28	November 2014	Perth
08-12	December 2014	Melbourne
19-23	January 2015	Sydney
02-06	February 2015	Melbourne
09-13	February 2015	Brisbane
16-20	February 2015	Perth
23-27	March 2015	Sydney
04-08	May 2015	Melbourne
04-08	May 2015	Brisbane
11-15	May 2015	Perth
25-29	May 2015	Sydney
01-05	June 2015	Brisbane

Duration: 5 Days **\$2885 (GST exempt)**

Management Systems Internal Auditor

Designed for anyone who has already attended one of our two day Requirements courses. This course uses practical role playing and group workshops to guide you through planning and executing internal audits.

16-17	July 2014	Melbourne
16-17	July 2014	Brisbane
30-31	July 2014	Sydney
13-14	August 2014	Melbourne
20-21	August 2014	Sydney
27-28	August 2014	Brisbane
10-11	September 2014	Sydney
17-18	September 2014	Brisbane
24-25	September 2014	Perth
01-02	October 2014	Melbourne
15-16	October 2014	Hobart
15-16	October 2014	Sydney
29-30	October 2014	Brisbane
12-13	November 2014	Brisbane
12-13	November 2014	Melbourne
19-20	November 2014	Sydney
26-27	November 2014	Perth
10-11	December 2014	Brisbane
10-11	December 2014	Melbourne
21-22	January 2015	Sydney
04-05	February 2015	Melbourne
11-12	February 2015	Brisbane
18-19	February 2015	Perth
25-26	February 2015	Sydney
18-19	March 2015	Melbourne
18-19	March 2015	Brisbane
25-26	March 2015	Sydney
25-26	March 2015	Adelaide
15-16	April 2015	Hobart
22-23	April 2015	Sydney
22-23	April 2015	Melbourne
06-07	May 2015	Brisbane
13-14	May 2015	Perth
20-21	May 2015	Townsville
27-28	May 2015	Sydney
03-04	June 2015	Brisbane
17-18	June 2015	Melbourne

Duration: 2 Days **\$1285 (GST exempt)**

Anti-Bribery.

BS 10500

An Anti-Bribery Management System (ABMS), based on BS 10500, will provide your organization with a framework for prohibiting, preventing, detecting, reporting and dealing with any bribery that does occur. It takes into account the requirements of the UK Bribery Act 2010 and internationally recognized good practice.

Commercial organizations based in Australia could be liable for prosecution if they carry out business in UK, even if this is a minor part of their organization.

Our BS 10500 training courses have been developed in association with the City of London Police, Economic Crime & Fraud Training Academy and will teach you how to protect your business, defend your reputation and mitigate the risk of bribery and associated costs.



Anti-bribery Management System (ABMS): Requirements of BS 10500

Learn the concepts of anti-bribery including the key requirements and context of BS 10500 and understand the benefits of an ABMS.

Duration: 1 Day

In-house

Anti-bribery Management System (ABMS): Implementing BS 10500

Learn how to implement an effective ABMS with practical exercises, group activities and class discussions.

Duration: 1 Day

In-house

Understanding Bribery and Effective Due Diligence

Learn about the nature and impact of bribery, its harm, the risk it poses to organizations and the methods used to identify risk through an effective assessment.

Duration: 2 Days

In-house

ABMS: Internal Auditor BS 10500

Learn the knowledge and skills required to undertake an internal audit against the requirements of BS 10500 for an ABMS.

Duration: 2 Days

In-house

ABMS: Lead Auditor BS 10500

Learn the knowledge and skills required to lead an audit system assessment of an ABMS; with the emphasis on developing your ability to conduct second party assessments of suppliers and subcontractors.

Duration: 5 Days

In-house

NEW
In-house
Courses



BSI Action Manager.

Powered by Entropy™

Successful management and reporting of non-conformities and follow-up corrective actions is core to “Making Excellence a Habit” in managing risk and driving continual improvement in organizational performance. Action Manager is an effective, and economical way to manage all corrective action processes in an automated fashion.

Closeout of actions - automated workflow from root cause analysis to close out of actions

Enhanced task management - automatic notifications and escalations improve actions and task ownerships

Visibility into Operations - real-time data on actions and tasks, audit trail history, and version control

Resource and time optimization - on time follow-up ensures effective controls are implemented with time cost savings

Effective compliance - consistent format for corrective actions across people, departments and locations

Reporting, monitoring and dashboards - simple to use dashboards make data analysis and decision making easier, while scorecards give a rapid visibility into problem areas, department or locations

Low cost, subscription pricing - we make it even easier for companies to gain visibility into operational performance

Reduce costs | Maintain compliance | Analyze trends

Road Traffic Safety Management.

ISO 39001

Our Road Traffic Safety (RTS) Management 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 road traffic risks. Our 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 maintains and organizations that create demand for road traffic, such as retailers and public services.



Introduction to: ISO 39001

Discover the key features and benefits of Road Traffic Safety (RTS) Management Systems and how it can help your organization reduce or eliminate road traffic accidents.

10	November 2014	Sydney
08	December 2014	Melbourne

Duration: 1 Day **\$685 (inc GST)**

Internal Auditor: ISO 39001

Develop the knowledge and skills to conduct effective audits by using appropriate tools and techniques when auditing Road Traffic Safety (RTS) Management Systems. Ensure that you are consistently evaluating your RTS performance and that you are driving continual improvement.

Duration: 2 Days **In-house**

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.

02-03	March 2015	Sydney
19-20	April 2015	Melbourne

Duration: 2 Days **\$1285 (inc GST)**

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. Using practical exercises, group activities and classroom discussions you'll learn how to manage a team to plan, conduct, report and follow up an audit.

Duration: 5 Days **In-house**

Energy Management.

ISO 50001

Our ISO 50001 Energy Management Systems (EMS) 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 organization, allowing you to reduce your impact on the environment.



Introduction to: ISO 50001

This one day training course provides a sound introduction to ISO 50001 and its application to energy management systems. You will learn about the benefits of implementing and certifying to the standard, as well as getting a run-through about the ideas behind each of the clauses.

Duration: 1 Day

In-house

Implementing: ISO 50001

Using a step-by-step process, this two day course provides guidance on how to implement an ISO 50001 Energy Management System. Learn how to gain management buy-in, identify energy targets and prepare project plans.

27-28	August 2014	Melbourne
22-23	October 2014	Sydney
19-20	November 2014	Melbourne
30-31	March 2015	Sydney
11-12	May 2015	Melbourne

Duration: 2 Days

\$1285 (inc GST)

Benefits of in-house training:

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

Environmental Management.

ISO 14001

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 Environmental Management Systems (EMS) policy requirements and benefit from a structured approach to achieving environmental objectives.



Introduction to: ISO 14001

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

11	August 2014	Melbourne
13	August 2014	Sydney
25	August 2014	Brisbane
08	September 2014	Sydney
22	September 2014	Perth
27	October 2014	Brisbane
10	November 2014	Melbourne
17	November 2014	Sydney
24	November 2014	Perth
16	February 2015	Perth
23	February 2015	Sydney
16	March 2015	Melbourne
20	April 2015	Sydney
11	May 2015	Perth
29	June 2015	Sydney

Duration: 1 Day **\$685 (inc GST)**

ISO 14001 Requirements

Using a step-by-step process, this comprehensive course helps you understand the requirements of ISO 14001. Understand how you can use ISO 14001 to save your organization money and demonstrate to staff and customers that you are operating sustainably.

11-12	August 2014	Melbourne
13-14	August 2014	Sydney
25-26	August 2014	Brisbane
08-09	September 2014	Sydney
22-23	September 2014	Perth
27-28	October 2014	Brisbane
10-11	November 2014	Melbourne
17-18	November 2014	Sydney
24-25	November 2014	Perth
16-17	February 2015	Perth
23-24	February 2015	Sydney
16-17	March 2015	Melbourne
20-21	April 2015	Sydney
11-12	May 2015	Perth
29-30	June 2015	Sydney

Duration: 2 Days **\$1285 (GST exempt)**

ISO 14001 Internal Auditor

Understand the requirements and how to implement ISO 14001 in your business and then learn the skills to plan and execute internal audits. This course will take you from novice to expert quickly, using practical role playing and group workshops to guide you through the standard and the entire audit process.

25-28	August 2014	Brisbane
08-11	September 2014	Sydney
22-25	September 2014	Perth
27-30	October 2014	Brisbane
10-13	November 2014	Melbourne
17-20	November 2014	Sydney
24-27	November 2014	Perth
16-19	February 2015	Perth
23-26	February 2015	Sydney
16-19	March 2015	Melbourne
20-23	April 2015	Sydney
11-14	May 2015	Perth
29-02	June/July 2015	Sydney

Duration: 4 Days **\$2385 (GST exempt)**

ISO 14001 Lead Auditor

Familiarize yourself with the requirements of the standard before developing practical audit skills. Our expert trainers will guide you through ISO 14001 in detail and you'll learn what it takes to plan, conduct and report on an audit. You'll also become confident in managing teams of auditors in your organization or as part of a third party audit.

25-29	August 2014	Brisbane
08-12	September 2014	Sydney
22-26	September 2014	Perth
27-31	October 2014	Brisbane
10-14	November 2014	Melbourne
17-21	November 2014	Sydney
24-28	November 2014	Perth
16-20	February 2015	Perth
23-27	February 2015	Sydney
16-20	March 2015	Melbourne
20-24	April 2015	Sydney
11-15	May 2015	Perth
29-03	June/July 2015	Sydney

Duration: 5 Days **\$2885 (GST exempt)**

Management Systems Internal Auditor

Designed for anyone who has already attended one of our two day Requirements courses. This course uses practical role playing and group workshops to guide you through planning and executing internal audits.

16-17	July 2014	Melbourne
16-17	July 2014	Brisbane
30-31	July 2014	Sydney
13-14	August 2014	Melbourne
20-21	August 2014	Sydney
27-28	August 2014	Brisbane
10-11	September 2014	Sydney
17-18	September 2014	Brisbane
24-25	September 2014	Perth
01-02	October 2014	Melbourne
15-16	October 2014	Hobart
15-16	October 2014	Sydney
29-30	October 2014	Brisbane
12-13	November 2014	Brisbane
12-13	November 2014	Melbourne
19-20	November 2014	Sydney
26-27	November 2014	Perth
10-11	December 2014	Brisbane
10-11	December 2014	Melbourne
21-22	January 2015	Sydney
04-05	February 2015	Melbourne
11-12	February 2015	Brisbane
18-19	February 2015	Perth
25-26	February 2015	Sydney
18-19	March 2015	Melbourne
18-19	March 2015	Brisbane
25-26	March 2015	Sydney
25-26	March 2015	Adelaide
15-16	April 2015	Hobart
22-23	April 2015	Sydney
22-23	April 2015	Melbourne
06-07	May 2015	Brisbane
13-14	May 2015	Perth
20-21	May 2015	Townsville
27-28	May 2015	Sydney
03-04	June 2015	Brisbane
17-18	June 2015	Melbourne

Duration: 2 Days **\$1285 (GST exempt)**

Sustainable Events.

ISO 20121

ISO 20121 lays out a management system that helps you improve the sustainability of events. It has been designed to help you manage sustainability throughout the entire event management cycle.

Our climate is changing with potentially substantial implications for governments and industries. The events industry is no exception. Anyone involved in organizing and managing events needs to understand these trends, the implications on their businesses and then implement strategies to allow their business to respond in a more sustainable way. To help you understand and successfully implement ISO 20121 in your organization BSI have developed a suite of training courses.



Introduction to ISO 20121

Learn the concepts of sustainability and the relationship between sustainability and events management. This course covers issue identification and evaluation, legal requirements, how to design stakeholder engagement programmes and setting objectives and targets.

Duration: 1 Day

In-house only

Implementing: ISO 20121

Gain the expertise to design, install and maintain a sustainable management system that meets all the requirements of ISO 20121 and deliver measurable benefits. This course includes an in-depth examination of what is required for certification to the standard.

Duration: 2 Days

In-house only

Internal Auditor: ISO 20121

Gain the expertise to design, install and maintain a sustainable management system that meets all the requirements of ISO 20121 and deliver measurable benefits. This course includes an in-depth examination of what is required for certification to the standard.

Duration: 2 Days

In-house only

Benefits of in-house training:

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

About BSI

How BSI helps organizations embed excellence



Whether in manufacturing or in services, in the developed world or rising economies, in large companies or small, what all organizations need is someone who can help them make excellence a habit.

Our services are designed to align with the steps individual clients need to take to understand what is best practice, how to achieve it and ensure that it remains an ongoing habit.

Shape

BSI, together with independent experts, tackles the issues of today and tomorrow by shaping the standards of excellence across products, business processes and business potential.

Share

We share these standards in the format you need for your organization, enabling dynamic integration of digital content.

Embed

Our trainers transfer the knowledge your people need to embed excellence daily.

Assess

Our assessors understand your business and give you proven ways of measuring excellence, so you can promote it confidently to your stakeholders.

Support

And most importantly, we support you with the knowledge and tools you need to recognize excellence and keep excelling...every day.



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