



Online training  
Public Training  
In-house training

# BSI Training Academy Course Portfolio and Course Schedule Indonesia 2021

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# Welcome

At the BSI Training Academy, our focus is on helping clients embed knowledge and skills so they can add more value to their organizations and their CVs.

We offer one of the widest ranges of standards-related training in the UK from meeting medical devices regulation to managing your energy effectively.

But we don't just train you to meet standards – we help you to understand how to embed them into your organization. When you train with us, you get the full benefit of our expert knowledge. We know what an auditor is looking for and ensure we train you to meet their requirements.

We know the thinking behind the standard – so we embed this in our courses to drive and inspire your people.

Our team of highly trained tutors bring with them a wealth of practical industry expertise and specialist knowledge, many of them with multiple professional qualifications.

Last year we trained over 12,000 delegates across the UK and Ireland, but we treat each delegate as an individual, recognizing their own unique learning objectives.

No matter where you are on your journey towards embedding excellence, we hope you choose BSI to take care of your learning needs.

## New for 2021

Auditor qualifications – put a mark of trust on your skills.

At BSI we want to help you enhance your professional profile and increase the opportunity for career development. By becoming a qualified auditor you will develop skills by understanding process improvement tools, demonstrating to your employer and clients that you can identify opportunities for improvement.

Our learning pathway will validate your learning with examinable results, earning you industry recognized auditor qualification badges at each stage of the journey.

## Enterprise training solutions – build a resilient culture

Working directly in partnership with you, we identify all your training needs and deliver a long-term organizational competency training programme to meet your strategic objectives.

Together we will identify skills and knowledge gaps within your organization to develop a personalised training solution, helping make your organization more resilient in the process.

We will focus on ensuring you achieve your training business needs – now and in the future.

**Why train with BSI?**

# Why train with BSI?

Great businesses rely on great people. Research shows that when an organization invests in training and development, they reap real rewards:

\* Source: City of Bristol Benefits of Training article

## Why training is important

83%

of people feel that staff are the key to maintaining a competitive edge\*

45%

percent of staff say they'd feel more motivated if their organization invested in skills training\*

x2.5

Businesses are 2.5 times more likely to fail if they don't train their staff\*

## Turn our experience into your expertise

We've shaped the world's most adopted standards including ISO 9001, ISO 14001

90%

of our delegates score our tutors 9 or 10 out of 10

55%

of FTSE 100 companies are BSI clients

113,000

Last year we trained 113,000 people, from SMEs to global organizations



232,000

BSI spend over 230,000 days with clients in a year, so we know what businesses want and understand their needs

250

Our tutors have 250 years experience working with management systems between them

4

4 training classrooms for on-site training that comes with spacious training lounge, nursery facility, praying room and freeflow water, coffee and tea.



# Training Facilities



Training Lounge



Praying Room



Continual Improvement Room



Excellence Room



Training Class Room



Integrity Room

Inclusivity Room

# International Qualification With British Standards Institution

A qualification from BSI will demonstrate to your employer and customers that your knowledge has been validated.

We've helped shape and develop many of the world's leading standards. Our expert knowledge means that when you train with us, you benefit from this expertise and with a BSI qualification, you can prove this.

An auditor qualification is available for any standard where we offer online exams.

## BSI help you to build your international qualification

Registered Internal Auditor  
Registered Lead Auditor  
BSI Registered Lead Implementer

By first understanding the requirements of the standard, you can then opt for an internal or lead auditor route, depending on whether you'll be leading a team of auditors. After completing your standards-specific auditing course, you can attend our two process improvement training modules. These are our practitioner and auditor courses which help to identify opportunities and gain an industry-recognized badge of distinction: BSI Auditor Practitioner and BSI Auditor Professional. Completing our online exams after each stage of the qualification will validate your learning. The final stage, for those who'd like to go the extra mile, is to submit post-course evidence to become a BSI Certified Auditor Professional.

## Online exams

BSI courses now come with an added bonus – you can opt to have your learning validated against assessment criteria including an end-of-course examination. The opportunity to gain a Certificate of Achievement allows you to not only validate your skills and expertise but improve your professional profile and employability.

## Certificate Example IRCA Lead Auditor



## Client Testimony:

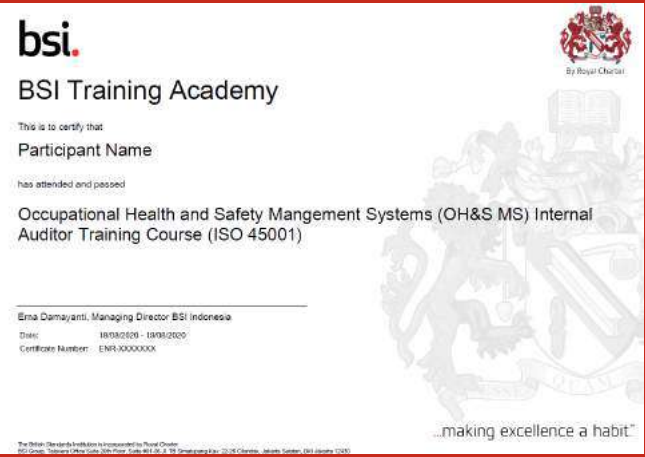
SE, QC Manager –  
Lead Auditor ISO  
45001  
PT Pertamina, Tbk

"The explanation is straightforward and easy to understand, right on target."

NAH, Contrioner  
of Supporting  
Operations –  
Internal Auditor  
ISO 37001 -  
PELINDO III

"The tutor can present the material well, not boring at all this online training is very good value."

## Certificate Example Internal Auditor

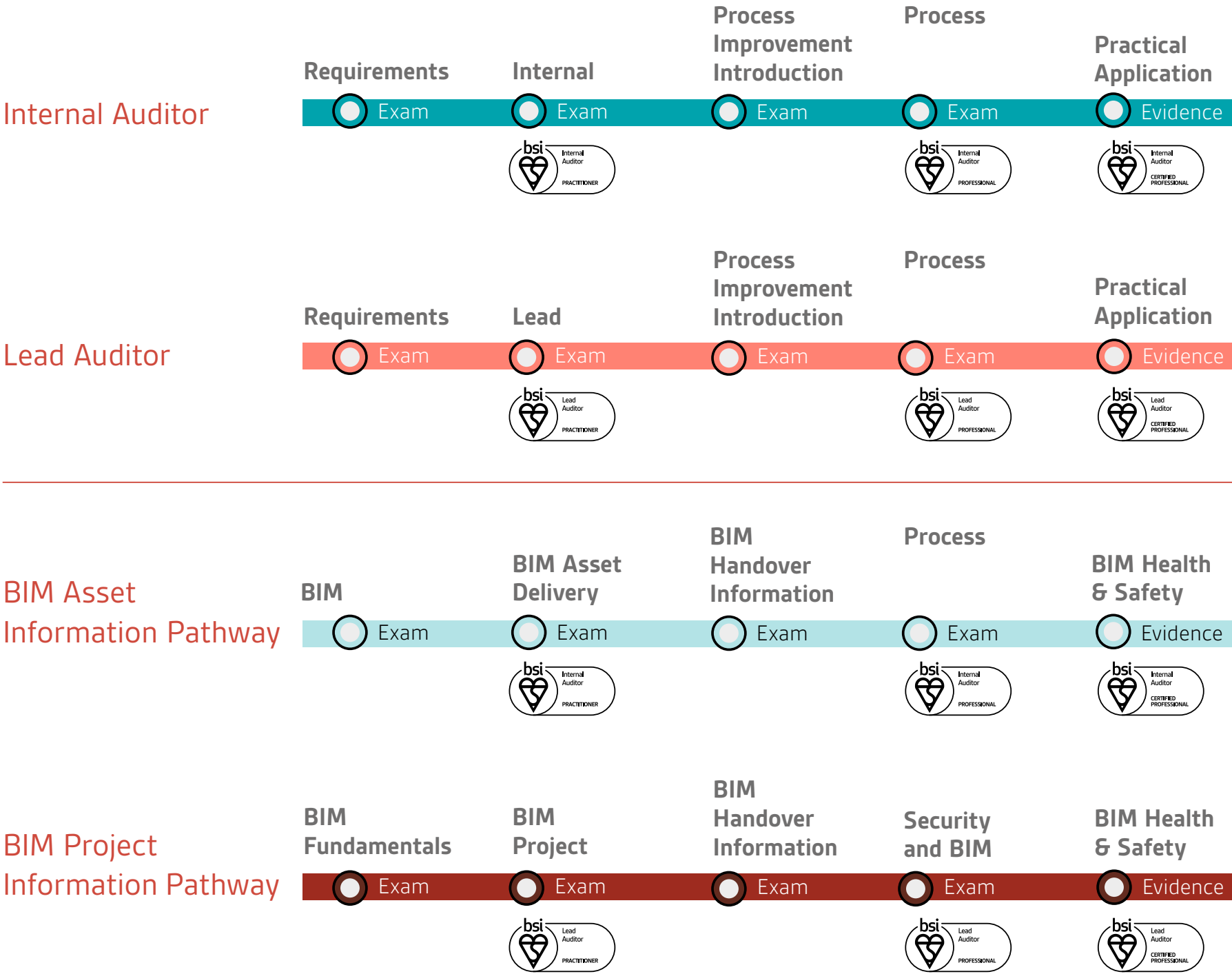




# BSI qualifications

In today's competitive world, your employer and your customers need to know that you're capable of doing the best job. It's more important than ever to show that you have the right, trusted credentials.

By successfully completing a combination of courses and assessments, you'll earn a BSI qualification and the right to use a BSI Mark of Trust. You can then apply to have your professional qualification certified – validating the practical application of your learning and your continuing professional development within your industry.





# Choose type of training and delivery method that best fit for you

## BSI Training Academy

### Why train with BSI?

We are the UK's largest training and certification body, who have helped shape many of the world's leading standards from ISO 9001 to ISO/IEC 27001.

We take the time to understand your company's learning needs to develop training solutions that satisfy your business objectives.

### Our approach – accelerated learning

Our accelerated learning approach is proven to fast-track learning and improve knowledge retention.

You'll participate in activity-based learning and have the opportunity to share your learning experience with peers from other companies which will help embed your learning.

### Expert tutors

Our tutors are recognized as experts in their field, offering a world-class learning experience that our delegates rate as first class.

They are trained to understand and meet your different learning needs, have years of practical industry experience, as well as deep subject matter knowledge.

### Your BSI certificate

On successful completion, you'll receive a certificate that's recognized worldwide.

A BSI Training Academy certificate is a mark of expertise, quality and integrity.

## Types of training

### Public Training

Our public training is organized, take place in convenience location across in Indonesia.

Attendees are away from office distractions and benefit from interacting and networking with people from other organizations.

Join our public training to develop your competent at the same time do benchmark and build your network

### In-house training

An in-house training course is one held at your premises and is open only to your employees. Training in-house eliminates travel expenses and additional time away from the office. It also keeps your content and discussions confidential.

### Enterprise Training Solution

We provide complete syllabus for developing skill and competency of your team.

Our Training Account Manager will assist to identify your training need, schedule the training, organize and arranged training program for the whole of your team

## Training Delivery

Our training delivery is flexible to fulfill your needs and convenience

Face to face on-site training either in BSI Training Academy Facilities or Hotel facility close to your work or at your own class room in your company

### Online Training

With BSI's 'live' online training, you can take the same high-quality classroom course with the same expert tutor, simply delivered in a virtual environment, regardless of where you're located.

We also offer training via distance learning to suit your individual needs:

### 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.

### E-learning

If you're looking to increase your knowledge through computer-based learning, you'll soon be able to access our e-learning training portfolio.

# Why choose in-house training?

Our courses can be delivered in-house at a location of your choice. This ensures that your people learn best practices suited to your own organization.

Our in-house courses are led by experienced tutors who are skilled in both their subject matter and in the most effective ways for delegates to learn.

Choose in-house training if you want:

- to train a group of people
- the training structured to the needs of your organization
- to reduce the level of risk to proprietary and confidential information
- to save money on travel and accommodation
- to save money if training larger numbers of training delegates.

Some of the things our delegates have said in the past year

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**“Our trainer was fantastic, he made the course very interesting and relevant, and answered all questions very well”**

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**“Very professional and informative training session”**

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**“Really glad I attended the course and I certainly gained everything I wanted”**

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# Why Enterprise Training Solutions?



An enterprise-wide training solution can help with a number of challenges including:

- **Managing compliance** – for new, existing and transitioning standards, or permits
- **Managing talent** – development programmes
- **Maintaining the skills base** – continual training to manage personnel changes
- **Demonstrate continual improvement** – training programme aligned to strategy
- **Managing change** – new leadership, changing structures, strengthening or changing culture, acquisitions and mergers, right-sizing, managing growth
- **Embedding values** – culture, soft skills, communications and alignment
- **Improving best practice** – reducing costs and improving the working environment
- **Improving efficiency and reducing waste** – increasing productivity and performance
- **Organizational resilience** – business continuity, disaster recovery and incident management

**At the BSI Training Academy we will create a continual improvement training programme that is aligned to your strategy.**

## Why an enterprise-wide training solution?

1. Manage compliance
2. Manage talent
3. Maintain your skills base
4. Demonstrate continual improvement
5. Manage change
6. Embed core values
7. Improve best practice
8. Improve efficiency and reduce waste
9. Develop your organization's resilience

## What are the benefits?

1. Meet your strategic and tactical objectives
2. Deployed using accelerated learning techniques
3. Delivered by our inspiring tutors
4. Giving you excellent learning results and the confidence to immediately deploy new skills in your organization
5. Part of a long-term organizational competency programme

## Why choose BSI?

1. Our partnership approach means we look at your needs and help you identify how to solve them
2. BSI has helped to shape standards for many years. Our experts know standards inside out, so you benefit from our expertise when you train with us
3. Our excellent tutors are regularly rated over 9 out of ten by our delegates

## You will have dedicated team who:

- Understand your organization's training needs – a true partner
- Are experts in delivering programmes in your industry/sector
- Have deep management systems and performance improvement experience
- Deliver with passion unsurpassed training and development
- Create a training programme configured to your unique requirements



# Why Connected Learning Live?

The Digital revolution It offers more flexibility and gives delegates the ability to choose the environment in which they learn. Developed with the needs of organizations and professionals in mind Connected Learning Live is a quality learning experience that offers the following advantages.

This is an ideal alternative to the typical classroom setting for professionals who do not have the budget or time for travel, or just prefer the convenience of attending a course online.

Although your tutor may be far away and your fellow delegates in different locations, we bring you together in a virtual classroom on the web. This is an interactive experience where the tutor can engage with delegates and share materials as if you were in a real classroom. You can also interact fully with your fellow delegates during these sessions.



## The advantages of BSI Connected Learning Live



### True Class Environment



The quality of training is still guaranteed with a combination of tutorials and online discussions *Virtual Class, Workshop Offline, Pretest and Posttest.*



### Cost savings and flexible



### Comprehensive Learning Experience



### Achieve professional recognition



# Distance learning

Ideal if you're involved at a strategic or operational level in implementing a quality management system, this distance learning qualification comprises 11 modules of study covering ISO 9001, the application of quality management principles and the process of system implementation.

## Who should attend?

This distance learning quality management training course has been designed for everyone that would benefit from a broad understanding of what standards is, how it will impact on their role and the benefits that should be seen from adopting its principles.

## How will I benefit?

- Enhance your career development
- Contributes towards CPD
- Achieve a professionally recognized BSI qualification
- Help your organization improve its performance and customer satisfaction
- Provides an introduction into quality management systems
- Feedback from BSI's expert tutors



# Recommended learning pathway



## 01 Understand

### Requirements courses:

**Who should attend?**

Ideal for new starters or if you need a “refresher”.

**What will I learn?**

An overview of your management system and the requirements of the associated ISO standard.

Please note: our course fees do not include a copy of the ISO standard.

Even at this introductory level, you'll need to have a good working knowledge of the ISO standard you're training for, so it's a good idea to do pre-course preparation if you need to brush up on your understanding.



## 02 Implement

### Implementation courses:

**Who should attend?**

Those responsible for implementing or have recently taken responsibility for a management team.

**What will I learn?**

The requirements of a standard in the context of your company and how to take the lead in planning implementation.



## 03 Prove it's working

### Internal Auditor courses:

**Who should attend?**

Those tasked with conducting internal audits or monitoring their management system's performance.

**What will I learn?**

How to be better equipped to maintain compliance and how to manage and improve risks to your management team.



## 04 Make excellence a habit

### Enhance your skills and improve your business processes

Go beyond the management system by taking courses that help to hone your skills – from process improvement to root cause analysis, and from problem solving to soft skills.



# Meet our International Qualified Tutor



**Sofyan HS**



**Jefrinal Rivai**



**Andi Andang**



**Jesaya Jaduman**



**Kriston Siagian**



**Agus Setiawan**



**Dewi Sari**



**Budi Setyawan**



**Dedy Pabelu**



**Suzandra**



**M. Ikhsan**



**Eggar Kusuma**

## Client Testimony:

**"The explanation is straightforward and easy to understand, right on target."**

SE, QC Manager – ISO 45001  
PT Pertamina Tbk

**"The tutor can present the material well, not boring at all this online training is very good value."**

NAH, Contrioner of Supporting Operations – Internal Auditor  
ISO 37001 -PELINDO III

The background of the slide is a photograph of an industrial setting. In the foreground, a man with a beard, wearing a yellow hard hat and a dark suit, is looking down at a clipboard he is holding. In the background, a woman wearing a white hard hat and a yellow high-visibility vest is working at a machine. The right side of the slide is covered by a large red semi-circle.

## **Quality Management System, Environment Management System and Occupational Health and Safety**





Our ISO 9001 training will provide you with an awareness of quality management systems, tools and techniques for implementation and how to audit against the requirements of the standard. Having an internationally recognized Quality Management System (QMS) allows you to enhance organizational performance, increase customer satisfaction and gain a competitive edge.

# Quality Management

ISO 9001:2015



# 01

## Understand

### Requirements courses:

#### ISO 9001:2015 Senior Management Briefing

This 2-hour BSI workshop has been designed to enable Senior Management teams to identify the core requirements of ISO 9001:2015, with regard to the Leadership Team and their commitments. It's ideal for members of a Senior Management Team who operate an ISO 9001 management system, those wishing to improve their business through the application of the leadership activities and those who want to improve strategic decision-making around certification.

Duration 3 hours

#### ISO 9001:2015 Requirements

This course will give you a thorough understanding of the history and development of ISO 9001:2015, key terms, definitions and the ISO standardized high level structure. You'll learn to interpret and apply the key concepts and principles of the standard to existing processes within your organization.

Duration 1 day includes optional online exam



# 02

## Implement

### Implementation courses:

#### ISO 9001:2015 Implementation

Gain the required skills to conduct a base-line review of your organization's current position and implement the key principles of ISO 9001:2015. Using a step-by-step approach, you'll learn how to develop an implementation plan, create necessary documentation, monitor your QMS and achieve continual quality improvement.

Duration 2 days includes optional online exam

#### ISO 9001:2015 Requirements and implementation

This course combines the Requirements and Implementation courses together in a 3-day block.

Duration 3 days includes optional online exam

#### ISO 9001:2015 Lead Implementer

This course combines the ISO 9001 Requirements and Implementing courses, with an additional focus on leadership and management, followed by an exam. This will provide you with an in depth understanding of the standard; the best practice methods to implement the standard within your organization and ensuring itseffectiveness by teaching soft skills such as leadership, management, effective delegation, problem solving and motivation.

Duration 5 days



# 03

## Prove it's working

### Internal Auditor courses:

#### ISO 9001:2015 Internal Auditor

Optimize your auditing skills with the internationally recognized ISO 9001:2015 and boost your internal auditing capabilities. Gain confidence in planning and performing an effective audit, as well as reporting and taking corrective action where necessary.

Duration 2 days includes optional online exam

#### ISO 9001:2015 Requirements and Internal Auditor

This course combines the Requirements and Internal Auditor courses together in a 3-day block.

Duration 3 days includes optional online exam

#### ISO 9001:2015 Lead Auditor

Using a step-by-step approach, you'll be guided through the entire audit process from initiation to follow-up. You'll gain the knowledge and skills required to undertake and lead a successful management systems audit. You'll sit a 2-hour exam to test your knowledge and understanding.

Duration 5 days

We also offer an IRCA Certified version of this course (ISO 9001:2015 Lead Auditor (A17955)). You'll sit a 2-hour exam to test your knowledge and understanding, and on successful completion, you'll meet the requirements for IRCA certification.



# 04

## Make excellence a habit

### ISO 9001:2015 Strategic Approach to Risk-Based Thinking

Develop an understanding of risk in the context of ISO HLS (high level structure) management system standards. You'll learn about the elements of risk-based thinking in ISO 9001:2015, quality management and undertake a deep dive into common theories. You'll observe a practical method for establishing, implementing and maintaining processes for risks and opportunities.

Duration 1 day

### Quality Improvement Tools

- 1.5 S
- 2.Kaizen
- 3.Problem solving–7qualitytools
- 4.An Effective Calibration Systems
- 5.Lean Sigma
- 6.Yellow belt Six Sigma
- 7.Green belt six sigma
- 8.Black belt six sigma



Environmental management is no longer a moral choice but a business necessity. An ISO 14001:2015 Environmental Management System helps you drive sustainable growth, stimulate innovation and gain access to new markets.

# Environmental Management

ISO 14001:2015





01

## Understand

Requirements courses:

### ISO 14001:2015 Senior Management Briefing

Designed to suit your specific business needs, this ISO 14001 EMS Briefing will help you understand how you can achieve the highest environmental standards.

Duration 3 Hours

### ISO 14001:2015 Requirements



Obtain a detailed understanding of the key terms, definitions and requirements of ISO 14001:2015 Environmental Management System (EMS) and how the standard can help your organization to better meet its environmental obligations and commitments.

Duration 1 day includes optional online exam



02

## Implement

Implementation courses:

### ISO 14001:2015 Implementation



Gain the required skills to conduct a base-line review of your organization's current position and implement the key principles of ISO 14001:2015. Using a step-by-step approach, you'll learn how to develop an implementation plan, create necessary documentation, monitor your EMS and achieve continual environmental improvement.

Duration 2 days includes optional online exam

### ISO 14001:2015 Requirements and Implementation



This course combines the Requirements and Implementation courses together in a 3-day block.

Duration 3 days includes optional online exam

### ISO 14001:2015 Lead Implementer



This course combines the Requirements and Implementing courses with an additional focus on leadership and management, followed by an exam. This will provide you with an in depth understanding of the standard. We'll teach you the best practice methods to implement the standard within your organization and show you how to ensure its effectiveness using management skills such as leadership, effective delegation, problem solving and motivation.

Duration 5 days



03

## Prove it's working

Internal Auditor courses:

### ISO 14001:2015 Internal Auditor



Optimize your auditing skills in line with the internationally recognized ISO 14001:2015 and boost your internal audit capabilities. You'll learn how to initiate an audit, prepare and conduct audit activities, compile and distribute audit reports and complete follow-up activities.

Duration 2 days includes optional online exam

### ISO 14001:2015 Requirements and Internal Auditor



This course combines the Requirements and Internal Auditor courses together in a 3-day block.

Duration 3 days includes optional online exam

### ISO 14001:2015 Lead Auditor

Develop the knowledge and skill required to conduct a full audit of an organization's EMS to ISO 14001. A 2-hour exam will test your knowledge and understanding.

Duration 5 days

We also offer an IRCA Certified version of this course (ISO 14001:2015 Lead Auditor (A17903)). You'll sit a 2-hour exam to test your knowledge and understanding, and on successful completion, you'll meet the requirements for IRCA certification.



04

## Make excellence a habit

### ISO 14001:2015 Strategic Approach to Risk-Based Thinking

Learn about the element of risk-based thinking in ISO 14001:2015, environmental management. You'll undertake a deep dive into common theories and observe a practical method for establishing, implementing and maintaining processes for risks and opportunities.

Duration 1 day





Whatever the size or nature of your organization, quality occupational health and safety training is vital to success – first-class internal processes are reflected in quality customer service delivery. Work with us to gain ISO 45001 and NEBOSH qualifications and gain the confidence and competencies to eliminate occupational and health risks to all stakeholders.

# Occupational Health and Safety

ISO 45001:2018



01

## Understand

### Requirements courses:

#### ISO 45001 Senior Management Briefing

An introduction to ISO 45001 and its reasons for developments/benefits, specifically for senior (top) managers, with the identification and discussion of ISO 45001 prescribed top management leadership and commitment requirements.

Duration 2 hours

#### ISO 45001:2018 Requirements



Identify the structure and requirements of an effective management system, and what this means for you. Gain a thorough understanding of the history and what this means for you. Gain a thorough understanding of the history and development of ISO 45001, key terms, definitions, and the ISO standardized high level structure. You'll learn to interpret and apply the key concepts and principles of the standard to existing processes within your organization.

Duration 1 day includes optional online exam



02

## Implement

### Implementation courses:

#### ISO 45001:2018 Implementation



Gain the required skills to conduct a base-line review of your organization's current position and implement the key principles of ISO 45001. Using a step-by-step approach, you'll learn how to develop an implementation plan, create necessary documentation and monitor your OH&S MS.

Duration 2 days includes optional online exam

#### ISO 45001:2018 Requirements and Implementation



This training course combines our ISO 45001 Requirements and Implementation courses.

Duration 3 days includes optional online exam

#### ISO 45001:2018 Lead Implementer



This course combines our ISO 45001 Requirements and Implementation courses, with additional content on leadership, finishing with an examination. This will provide you with the necessary skills and tools to lead the implementation of an Occupational Health and Safety Management System.

Duration 5 days



03

## Prove it's working

### Internal Auditor courses:

#### ISO 45001:2018 Internal Auditor



An internal audit is an essential element to an effective OH&S MS, and by attending this course you will benefit by learning and developing the skills to help improve your organization's OH&S performance. You'll develop the necessary skills to assess and report on the conformance and implementation of processes based on ISO 45001. You'll learn how to initiate an audit, prepare and conduct audit activities, compile and distribute audit reports and complete follow-up activities.

Duration 2 days includes optional online exam

#### ISO 45001:2018 Requirements and Internal Auditing



This course combines the Requirements and Internal Auditor courses together in a 3-day block.

Duration 3 days includes optional online exam

#### ISO 45001:2018 Lead Auditor



This course teaches the fundamental auditing principles and practices in conformance with national and international accepted norms and regulations relating to OH&S requirements. By attending, you will gain the necessary auditing skills through activity-based learning, and practical auditing experience with coaching, group workshops and open forum discussions.

Duration 5 days



04

## Make excellence a habit

### ISO 45001:2018 Strategic Approach to Risk-Based Thinking

Learn to address the element of risk-based thinking in the ISO 45001:2018 standard. This course provides a deep dive into the theories of risk, and a practical method to establishing, implementing and maintaining a process for risks and opportunities. Understanding risk-based thinking is crucial so that actions required can be integrated into the organization's processes for them to function as an effective coherent system.

Duration 1 day



The business challenge today is to manage activities more holistically, in preference to the traditional approach of having ISO 9001, ISO 14001, ISO 45001 and other management systems as peripheral arrangements. In the past this has been problematical because of the structure of management system standards and the in-house barriers to such an approach.

The revision to standards and their structure has enabled many of these obstacles to be overcome and allows organizations to create effective businesswide integrated systems

# Integrated Quality, Environment, Health and Safety Management System

ISO 9001, ISO 14001 & ISO 45001:2018



01

## Understand

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### **Introduction of Integrated Management System Based on ISO 9001, ISO 14001 & ISO 45001**

An introduction to ISO 45001 and its reasons for developments/benefits, specifically for senior (top) managers, with the identification and discussion of ISO 45001 prescribed top management leadership and commitment requirements.

Duration 2 Days



02

## Implement

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### **Implmentation of Integrated Management System Based on ISO 9001, ISO 14001 & ISO 45001**

An introduction to ISO 45001 and its reasons for developments/benefits, specifically for senior (top) managers, with the identification and discussion of ISO 45001 prescribed top management leadership and commitment requirements.

Duration 2 Days



03

## Prove it's working

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### **Internal Auditor of Integrated Management System Based on ISO 9001, ISO 14001 & ISO 45001**

An introduction to ISO 45001 and its reasons for developments/benefits, specifically for senior (top) managers, with the identification and discussion of ISO 45001 prescribed top management leadership and commitment requirements.

Duration 2 Days





# Quality Improvement Tool



5S represents 5 disciplines to maintain visual at workplace. It is a fundamental activity to improve business. 5S represents systematic approach for productivity, quality and safety improvement in all types of business. It is one of the important approaches in journey of continuous improvement is 5S. 5S program focuses on having visual order, organization, cleanliness and standardization. 5S simplifies and organizes your work environment, reduces waste and non-value activity while improving quality efficiency and safety. And a well organized workplace motivates people.

## 5S Training

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### 5S Implementation and Audit

5S program focuses on having visual order, organization such as What is 5S?, The 5S Principles, Resistance to 5S, Implementing 5S in the Organization, Managing 5S by Maintaining Standards

Duration 2 days

## Kaizen

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### A Guide to Kaizen Implementation

Lean Manufacturing consists of numerous tools and concepts. Many organizations spend much of their resources (people, time, investments... etc) acquiring understanding and knowledge on these Lean Tools. Nevertheless, the acquired knowledge is frequently not translated into actual 'real life' practices. One of the important practices of Lean is the Kaizen Event. Kaizen Event is a short burst of intense activity and effort, which gives more emphasis on action over analysis to achieve actual shopfloor results over a set timeframe. Kaizen Events will address many of the day-to-day problems with permanent solutions instead of quick-fix band-aids. A properly planned and executed Kaizen Event will yield high impact tangible results, moving a "firefighting" organization towards stability and 'continuous improvement'.

Duration 1 Day



Six Sigma is an organizational approach to continual improvement which focuses on minimizing variability of key process outcomes.

# What is Six Sigma?

## Six Sigma Route

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### **Six Sigma route: Six Sigma Green Belt (ISO 18404)**

This course utilizes Minitab 19 software and will discuss, demonstrate and guide you through the use of powerful Six Sigma Green Belt analytical and technical tools that can then be applied to the operational improvement projects that you are undertaking.

Duration 3 days

### **Six Sigma route: Six Sigma Black Belt (ISO 18404)**

Building on the Six Sigma Green Belt skillset this course utilizes Minitab 19 software and will discuss, demonstrate and guide you through the use of powerful Six Sigma Black Belt analytical and technical tools that can then be applied to the operational improvement projects that you are undertaking.

Duration 5 days





Lean Six Sigma is a two-staged approach which drives continual improvement in organizations and strives towards greater than 99% efficiency.

# What is Lean Six Sigma?

## Basic Courses

### Lean Six Sigma White Belt: Introduction to Lean Six Sigma

This workshop will discuss the history of Lean Six Sigma, as well as how the ideas, methods, tools, programme structures and roles can help organizations to meet their objectives. Following this course delegates will have a good basic knowledge of Lean Six Sigma and will have taken a first step towards becoming a practitioner or sponsor of organizational change.

Duration 1 day

### Lean Six Sigma Yellow Belt: Structured Problem Solving

The '8 step approach' combined with the '7 basic tools' provides an efficient, simple to use, and effective approach to organizational problem solving. This course will provide first-hand experience of the approach and tools of problem solving, root cause analysis, and implementing corrective actions (a requirement of standards such as ISO 9001:2015).

Duration 1 day

### Lean Six Sigma Foundation Green Belt: Continual Improvement

The Six Sigma DMAIC approach when combined with Lean methods and tools provides an efficient, simple to use, and effective approach to continual improvement. This course will provide first-hand experience of the approaches and the tools of Lean and Six Sigma that are used to affect continual improvement (a goal for most organizations and a requirement of standards such as ISO 9001:2015).

Duration 3 days

We offer these basic Lean Six Sigma courses together in 2 day or 5 day blocks.



A hand wearing a white work glove holds a bundle of various wrenches, including combination wrenches and open-end wrenches. The background shows a blurred view of a car's engine compartment. A large red semi-circle is on the right side of the image.

# Automotive



# Automotive Management

IATF 16949:2016

IATF 16949:2016 is the global technical specification and quality management standard for the automotive industry. It outlines everything you need to know about achieving best practice when designing, developing, manufacturing, installing or servicing automotive products. Our experts can help you to understand and audit IATF 16949:2016 with our training courses.



01

## Understand

### Requirement Courses

#### IATF 16949:2016 Senior Management Briefing

This executive session highlights the benefits of an effective Automotive QMS and introduces you to the key requirements of IATF 16949:2016. Upon completion, you'll be able to develop action plans for implementing key leadership activities.

Duration 3 hours

## IATF 16949:2016

### IATF 16949:2016 Requirements



This course will help you identify key requirements, and the structure of an effective Automotive QMS and what this means for you. Gain a thorough understanding of the history and development of IATF 16949:2016, key terms, definitions, integration and the alignment to the ISO standardized high level structure. You'll learn to interpret the key concepts and principles of the standard.

Duration 2 days



02

## Implement

### Implementation courses:

#### IATF 16949:2016 Implementation



Develop the knowledge and skill required to implement an IATF 16949:2016 Automotive Quality Management System (AuQMS). Gain the required skills to conduct a base-line review of your organization's current position and implement the key principles of IATF 16949:2016. Using a step-by-step approach, you'll learn how to develop an implementation plan, create necessary documentation, monitor your AuQMS and achieve continual quality improvement.

Duration 3 days



03

## Prove it's working

### Internal Auditor courses:

#### IATF 16949:2016 Internal Auditor



This course develops the necessary skills to assess and report on the conformance, and the effective implementation of processes, based on IATF 16949. You'll learn how to initiate an audit, prepare and conduct audit activities, compile and distribute audit reports and complete follow-up activities. Gain confidence in planning and performing an effective audit; as well as reporting and assessing corrective action where necessary.

Duration 2 days

#### IATF 1649:2016 Lead Auditor



Using a step-by-step approach, you'll be guided through the entire audit process from initiation to follow-up. Over 5 days, you'll gain the knowledge and skills required to undertake and lead a successful management systems audit. Learn to describe the purpose of an ISO 9001:2015/IATF 16949:2016 AuQMS audit and satisfy third-party certification.

Duration 5 days



04

## Make excellence a habit

### IATF 16949:2016 Second-Party Auditor

The automotive sector requires second party auditors to be competent in a number of key skills, to enable organizations to support their supplier management approach. This course will enable you to contribute to your organization's supplier quality management system development programme.

Duration 1 day

We also offer a range of specialist training courses including:

- Understanding core tools for internal auditors
- Advanced Product Quality Planning (APQP) and Control Plan Methodology
- Potential Failure Mode and Effects Analysis (FMEA)
- Measurement Systems Analysis (MSA)
- Product Part Approval Process (PPAP)
- Statistical Process Control (SPC)

A hand holding a smartphone, with a blurred industrial background featuring tall chimneys and smoke. A large red semi-circle is on the right side of the image.

# Built Environment





Effective energy management isn't just good for business, it's also becoming a requirement. And the best way to achieve it is with ISO 50001. The international standard outlines energy management practices that are considered to be the best, globally. Energy management experts from more than 60 countries developed the standard and now we can help you tap into that expertise, every day, to help you save energy, cut costs and meet environmental requirements.

Looking for ESOS training? The courses will teach you how to audit your energy use. ISO 50001:2018 is a great way to meet your ESOS obligations whilst also receiving additional benefits.

# Energy Management

ISO 50001:2018



01

## Understand

### Requirement Courses

#### ISO 50001:2018 Senior Management Briefing

This briefing helps business leaders understand how they'll be involved and the commitment required supporting effective implementation.

Duration 3 hours

## ISO 50001:2018

### ISO 50001:2018 Requirements



You'll learn about ISO 50001, common terms and definitions in the standard, as well as the key concepts and requirements related to ISO 50001:2018 Energy Management Systems (EnMS).

Duration 1 day

## Transition training

### ISO 50001:2018 Transition

Find out about the changes with the updated standard. Learn the ISO high level structure for management system standards and how to identify gaps in your current EnMS, starting to plan your transition to the revised standard.

Duration 1 day



02

## Implement

### Implementation courses:

#### ISO 50001:2018 Implementation



Facilitated discussions will draw insights and experiences, bringing to life the concepts for designing, implementing and maintaining an ISO 50001 energy management system. This will help you maximise what you learned in the course in your workplace.

Duration 2 days

#### ISO 50001:2018 Requirements and Implementation



This course combines the Requirements and Implementation courses together in a 3-day block.

Duration 3 days

#### ISO 50001:2018 Lead Implementer



On completion of this training you will have the knowledge of ISO 50001 requirements and methods for its implementation, and the skills to effectively lead, manage and delegate activities to ensure the effective implementation of ISO 50001 within your organization.

Duration 5 days



03

## Prove it's working

### Internal Auditor courses:

#### ISO 50001:2018 Internal Auditor



You will learn the fundamentals of planning, conducting and reporting on an internal ISO 50001:2018 audit. You will also gain an appreciation of verifying improvements in energy performance, and in assessing the effectiveness of an energy management system.

Duration 2 days

#### ISO 50001:2018 Lead Auditor



You will gain the knowledge and skills required to undertake and lead successful EnMS audits in accordance with internationally recognized best practice techniques. You'll learn to plan, conduct, report and follow-up on an EnMS audit.

Duration 5 days



Our experts can help you to understand and audit an Asset Management System, enabling you to better manage financial, physical or organizational assets. This could lead to better operating results, performance and improve your bottom line.

# Asset Management

ISO 55001:2014



## 01 Understand

### Requirement Courses:

#### Asset Management: Requirements of ISO 55001:2014



You'll explore 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



## 02 Implement

### Implementation courses:

#### Fundamentals of Asset Management



This interactive course will provide an overview of asset management, what it is and what it can do for your organization. It shares the latest thinking, processes, methods and tools in joined up management of any asset. If you have an interest in or responsibility for physical or other assets, risk management, resourcing operations, technical services, quality management or organizational development, you'll find this course beneficial.

Duration 2 days



## 03 Prove it's working

### Internal Auditor courses:

#### Key Elements of Auditing ISO 55001:2014



This course provides a solid foundation in key aspects of the audit process. You'll be taken through a structured programme including a balance of theory and practice using a combination of collaborative learning and practical activities. Key guidance will be given and practical experience in planning, executing, and reporting asset management system audits. If you coordinate internal audit activities or lead management systems audits against ISO 55001, you'll find this course useful. Should you wish to refresh your asset management audit skills then this course may be of interest.

Duration 1 day





ISO 31000 is the international standard for risk management. By providing comprehensive principles and guidelines, this standard helps organizations with their risk analysis and risk assessments. Whether you work in a public, private or community enterprise, you can benefit from ISO 31000, because it applies to most business activities including planning, management operations and communication processes. Whilst all organizations manage risk to some extent, the best-practice recommendations of this international standard were developed to improve management techniques and ensure safety and security in the workplace at all times.

# Risk Management

ISO 31000:2018



01

## Understand

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### Requirement Courses:

#### ISO 31000:2018 Introduction

BSI's one-day training course will enable you to understand risk management, learn about ISO 31000 and get the foundation you need to start managing your organization's risks effectively.

Duration 1 day

## Risk in Medical Devices

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### Introduction to Risk Management for Medical Devices

This course helps medical device professionals gain an understanding of how ISO 14971 can improve their business and risk management efforts. You'll also understand how ISO 14971 applies to ISO 13485. The training includes exercises, and you'll have the chance to ask questions about ISO 14971 and risk management, so you can apply what you learn to your organization.

Duration 1 day



02

## Implement

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### Implementation courses:

#### ISO 31000:2018 Implementation

Gain the required skills to conduct a base-line review of your organization's current position and implement the key principles of ISO 31000:2018. Using a step-by-step approach, you'll learn how to develop an implementation plan, create necessary documentation, develop your risk management process, and achieve continual improvement.

Duration 2 days





The impact of disasters on business can be substantial, regardless of the size of your organization. ISO 22301, the standard for Business Continuity, is suitable for complex, global organizations – but it's just as relevant for smaller organizations too. ISO 22301 provides an international best practice framework for identifying potential threats, evaluating their impact and developing capability to minimize the impact of disruption.

# Business Continuity

ISO 22301:2019



01

## Understand

### Requirement Courses:

#### ISO 22301:2019 Senior Management Briefing

Prepare for the unexpected with our in-house ISO 22301 Senior Management Briefing. Our trainers will show you how ISO 22301:2019 can be achieved step by step – outlining your own role and responsibilities in ensuring business critical functions can operate in challenging circumstances.

Duration 3 hours

#### ISO 22301:2019 Requirements



Understand effective business continuity management in an organization by providing a systematic approach to achieving its operation and continual improvement. An ISO 22301 framework can help you operate and maintain processes, capabilities and response structures for ensuring the organization will survive disruptions and provide assurance to your stakeholders.

Duration 1 day



02

## Implement

### Implementation courses:

#### ISO 22301:2019 Implementation



ISO 22301 will provide a framework for maintaining and improving compliance with business continuity requirements and good practice. Learn how to establish a business continuity management system within your organization, clarifying roles and responsibilities during disruption. You'll identify and protect business critical functions, building resilience and capability to continue operating during unexpected events.

Duration 3 days

#### ISO 22301:2019 Lead Implementer



This course is our 3 day implementation course with additional content on leadership, finishing with an examination. This will provide you with the necessary skills and tools to lead the implementation of a Business Continuity Management System.

Duration 5 days



03

## Prove it's working

### Internal Auditor courses:

#### ISO 22301:2019 Internal Auditor



Gain guidance and practical experience in planning, executing, reporting and following up an internal audit, when monitoring the effectiveness and conformity of a business continuity management system to ISO 22301:2019.

Duration 2 days

#### ISO 22301:2019 Requirements and Internal Auditing



This course combines the Requirements and Internal Auditor courses together in a 3-day block.

Duration 3 days

#### ISO 22301:2019 Lead Auditor



Learn the knowledge and skills required to perform first, second and third-party audits of business continuity management system against ISO 22301, in accordance with ISO 19011 and ISO/IEC 17021, as applicable.

Duration 5 days

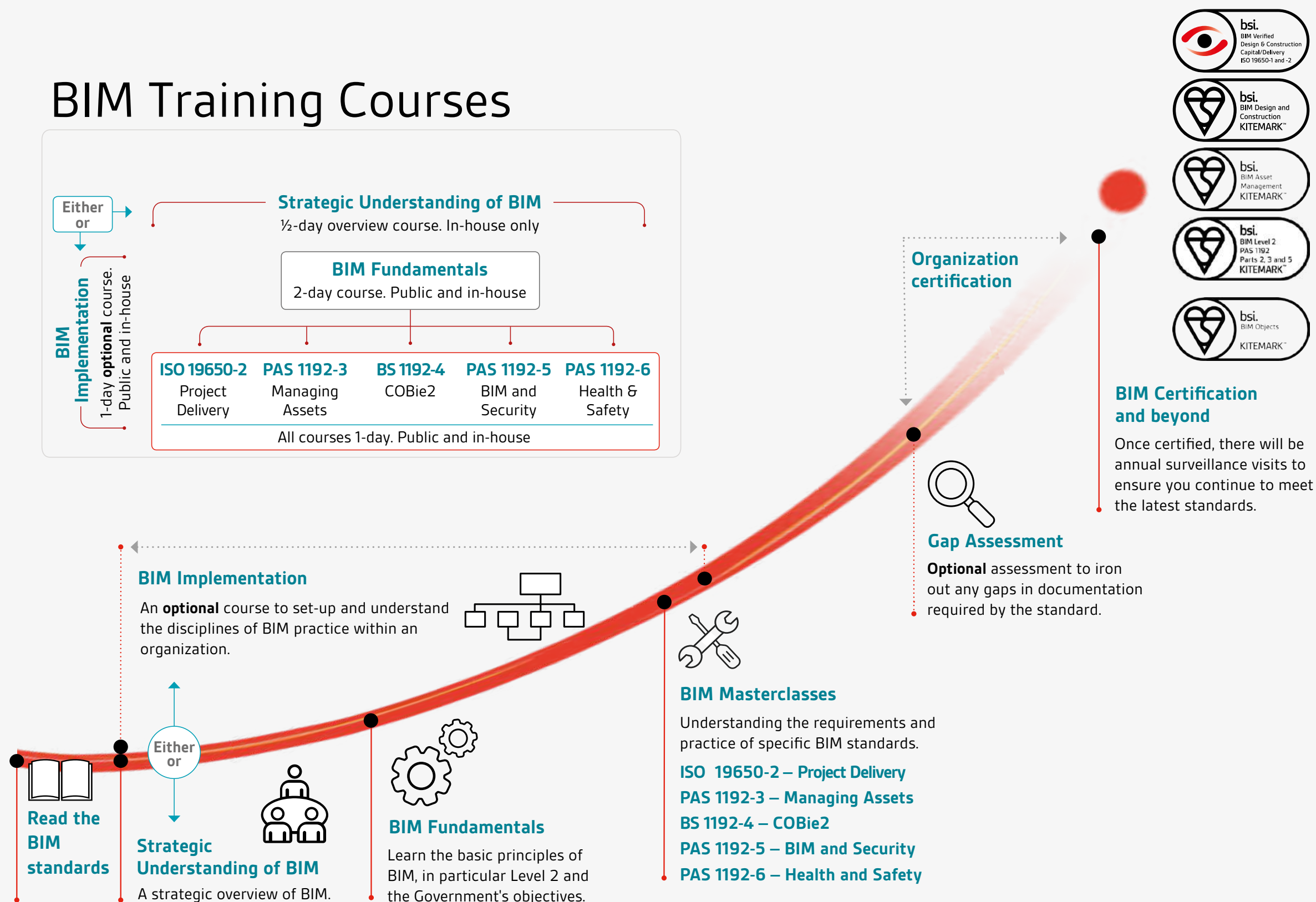




## Building Information Modelling

Building Information Modelling is about ensuring teams have the relevant knowledge and capabilities to achieve best practice. All our courses are aligned to the Government's definition of BIM Level 2 and you'll learn how to effectively manage information across all stages of your construction projects.

# BIM Training Courses



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### BIM Fundamentals

Improve awareness and learn the basic BIM principles. You'll learn BIM concepts and how the UK is building it's capability and approach to deliver 'BIM Level 2'. You'll be introduced to the more detailed BSI courses which focus on specific aspects of ISO 19650 and the UK PAS 1192 series.

Duration 2 days

### BIM Masterclasses

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#### BIM ISO 19650 Part 2: Project Delivery\*

For anyone implementing BIM on projects - clients, information managers and team leaders – you'll develop a detailed understanding of ISO 19650-2. Learn how information requirements and information delivery plans are developed, and the different functions and tasks involved in projects, including UK BIM implementation.

Duration 1 day

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#### BIM PAS 1192 Part 5: Security and BIM\*

This course will help you engage with the security implications arising from BIM Levels 1 and 2. The course will guide you through the contents of PAS 1192-5 and how security impacts their roles (client, asset owner, designer, contractor, facilities manager, etc.).

Duration 1 day

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### BIM Strategic Implementation

If you're implementing BIM into the organization, you'll learn best practice and begin to understand the business case and other benefits of BIM to your organization, clients/stakeholders and supply chains You'll also learn to develop detailed implementation plans.

Duration 1 day

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#### BIM PAS 1192 Part 3: Asset Management\*

Learn how information requirements are developed.

Duration 1 day

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#### BIM PAS 1192 Part 6: Health and Safety\*

This course will help you obtain the benefits of structured health and safety information and its digital information exchange amongst design/ supply chain and the client/operator.

Duration 1 day

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### BIM Strategic Understanding: Senior Management Briefing

This course will help delegates in implementing the benefits of digitization, lean and collaborative approaches on the delivery and use of built assets.

Duration 3 hours

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#### BIM BS 1192 Part 4: Handover Information Exchange\*

Obtain the benefits of the UK use of COBie as the digital information exchange between design/ supply chain and the client/operator. You'll be introduced to BS 1192, collaborative working, along with the importance of clear Asset Information Requirements and a checkable digital Plan of Work.

Duration 1 day

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### BIM: Digital Built Britain, BIM Level 3, IoT and SmartCities Training Course

This course is aimed at giving those tasked with developing institutional/commercial BIM strategies and approaches, insight into the possibilities and opportunities beyond the current BIM Level 2 implementation.

Duration 1 day



A photograph of two women in a grocery store. The woman in the foreground is wearing a dark puffer jacket and is holding a tablet, looking down at it. The woman behind her is also looking at the tablet. They are standing in an aisle with shelves of green leafy vegetables visible on the left. The background is slightly blurred, showing more store aisles and lights. A large red semi-circle is overlaid on the right side of the image, containing the title text.

# **Food Safety Management System**





FSSC 22000 is the management system standard for food safety (FSMS) that is aligned to internationally recognized best practice, and through ISO 22000:2018 as its basis, makes use of the ISO high level structure. FSSC 22000 helps organizations to provide safe food by proactively improving their FSMS performance.

## Food and Drink

FSSC 22000 & BRCGS



01

## Understand

### Requirement Courses:

#### FSSC 22000 v5 Understanding



You'll learn about the requirements of an effective FSMS based on FSSC 22000. Gain a thorough insight into FSMS and the key concepts and structure of FSSC 22000, key terms, definitions and the ISO standardized high level structure. You'll learn to interpret and apply the key concepts and principles of the standard to existing processes within your organization.

Duration 1 day



02

## Implement

### Implementation courses:

#### FSSC 22000 v5 Implementing Changes



All certified FSSC 22000 organizations shall be audited against version 5 between 1 January and 31 December 2020. This course will assist and provide you with the information needed to carry out an effective transition to the new requirements whilst giving you a thorough understanding of the changes to the standard, including the new ISO high level structure (HLS). Discover how to apply the key changes to FSSC 22000 version 5 and develop a **transition** action plan.

Duration 2 days

#### FSSC 22000 v5 Implementation



You will gain the required skills to conduct a baseline review of your organization's current position and implement the key principles of FSSC 22000 using a typical framework. Using a step-by-step approach, you'll learn how to develop an implementation plan, create necessary documentation and monitor your FSMS Plan.

Duration 2 days



03

## Prove it's working

### Internal Auditor courses:

#### FSSC 22000 v5 Internal Auditor



Building on an understanding of FSSC 22000 and the key principles of an FSMS, this course develops the necessary skills to assess and report on the conformance and implementation of processes based on FSSC 22000. You'll learn how to initiate an audit, prepare and conduct audit activities, compile and distribute audit reports, and complete follow-up activities.

Duration 3 days

#### FSSC 22000 v5 Lead Auditor



Gain the knowledge and skills required to perform first, second and third-party audits of FSSC 22000 FSMS in accordance with ISO 19011, ISO 17021 and ISO/TS 22003. You'll learn to plan, conduct, report on and follow up a successful FSSC 22000 version 5 FSMS audit. Using a step-by-step approach, you'll be guided through the entire audit process from initiation to follow-up according to best practice techniques.

Duration 5 days

## BRCGS training

**BRCGS training courses are specifically focused on the Global Standards since 2000.**

Developed with the Standard Managers and in line with new issues of the Standards, BRCGS training courses provide you with the most up-to-date information:

- Global Standard for Food Safety Issue 7 to 8: Conversion for Auditors
- Global Standard for Food Safety Issue 7 to 8: Conversion for Sites
- Global Standard for Food Safety Issue 8: Sites
- Global Standard for Food Safety Issue 8: Lead Auditor
- Global Standard for Packaging Materials Issue 5 to 6: Conversion for Auditors
- Global Standard for Packaging Materials Issue 5 to 6: Conversion for Sites
- Global Standard for Packaging Materials Issue 6: Auditors
- Global Standard for Packaging Materials Issue 6: Sites
- Global Standard for Agents and Brokers Issue 2: Understanding the Requirements for Sites
- Global Standard for Storage and Distribution Issue 3: Understanding the Requirements



# Food and Drink

ISO 22000:2018

The ISO 22000:2018 gives food safety professionals and other interested parties an opportunity to understand the changes being made to this transitioning standard.



## 01 Understand

### Requirement Courses

#### ISO 22000:2018 Senior Management Briefing

This executive session highlights the differences in top management leadership and commitment requirements in ISO 22000:2018. Through this, you'll gain a better understanding of both your organization's obligations and your personal responsibilities.

Duration 2 hours

#### ISO 22000:2018 Requirements



Identify the structure and requirements of an effective management system, and what this means for you. Gain a thorough insight into food safety management systems and the key concepts and structure of ISO 22000, key terms, definitions and the ISO standardized high level structure.

Duration 1 day



## 02 Implement

### Implementation courses:

#### ISO 22000:2018 Implementation



In this course you will gain the required skills to conduct a base-line review of your organization's current position and implement the key principles of ISO 22000. Using a step-by-step approach, you'll learn how to develop an implementation plan, create necessary documentation and monitor your FSMS Plan.

#### ISO 22000:2018 Lead Implementer



This training combines our ISO 22000 requirements and implementation courses, with an additional 2 days of content with examination. This will provide you with: An in depth understanding of the standard; the best practice methods to implement the standard within your organization; and ensure its effectiveness by teaching you management skills such as leadership, effective delegation, problem solving and motivation.

Duration 5 days



## 03 Prove it's working

### Internal Auditor courses:

#### ISO 22000:2018 Internal Auditor



This course develops the necessary skills to assess and report on the conformance and implementation of processes based on ISO 22000. You'll learn how to initiate an audit, prepare and conduct audit activities, compile and distribute audit reports, and complete follow-up activities.

Duration 2 days

#### CQI/IRCA Certified ISO 22000:2018 Lead Auditor



Over five days, you'll gain the knowledge and skills required to undertake and lead a successful food safety management systems audit; using a step-by-step approach, you'll be guided through the entire audit process from initiation to follow-up. Learn to describe the purpose of a ISO22000 audit and satisfy third party certification as well as grasp the key principles and practices of effective food safety management system audits in accordance with ISO 22000:2018.

Duration 5 days



## 04 Make excellence a habit

### ISO 22000:2018 Strategic Approach to Risk-Based Thinking

You'll learn about the context of the organization and how you can apply risk-based thinking as you plan, develop, audit and maintain your FSMS. You'll learn what is involved in determining the issues and requirements that can impact on the strategic planning of your FSMS.

Duration 1 day

### Specialist training

- HACCP Refresh
  - HACCP Plans and GMP Implementation
  - Effective Food Labelling Verification Processes
  - Food Recall Plans
  - PAS 96:2017 Food Defence (TACCP) Guidance
  - BSI Catering Food Safety Certification
- Effective Food Safety Auditing





# **Information Communication and Technology**



Our ISO/IEC 27001 training courses follow a structure to help you familiarize yourself with the standard, understand how to implement an ISMS, and how to audit it. We also have courses for individuals and lead auditors handling the transition from the previous version of the standard, ISO/IEC 27001:2005 to the current version, ISO/IEC 27001:2013.

# Information Security

ISO/IEC 27001:2013



01

## Understand

### Requirement courses:

#### Requirements of ISO/IEC 27001:2013

Our expert tutors will explain the requirements of ISO/IEC 27001:2013 to help you understand how it could apply to your organization and the potential benefits of adopting it.

Duration 1 day includes optional online exam



02

## Implement

### Implementation courses:

#### Implementing ISO/IEC 27001:2013

You should already have a good understanding of the requirements of the current standard. Our tutors will tap into your knowledge to develop your skill and understanding of the practicalities involved when setting up a typical management system framework that conforms with ISO/IEC 27001:2013.

Duration 3 days includes optional online exam

#### Lead Implementer ISO/IEC 27001:2013

We'll teach you how to set up an ISMS that conforms to ISO/IEC 27001:2013 in an organization. You'll focus on developing your project management ability to lead a team with the implementation of an ISMS in your business.

Duration 5 days



03

## Prove it's working

### Internal Auditor courses:

#### Internal Auditor ISO/IEC 27001:2013

You'll learn how to plan, execute and report on an audit of an ISMS in an organization assessing its conformance with ISO/IEC 27001:2013.

Duration 2 days includes optional online exam

#### Lead Auditor ISO/IEC 27001:2013

We'll teach you how to lead, plan, execute and report on an audit of an ISMS in an organization assessing its conformance with ISO/IEC 27001:2013. To attend this course, you should already have knowledge of the key Plan-Do-Check-Act (PDCA) cycle within management systems. You should also have knowledge of Information Security Management principles, concepts, and specifically the requirements of ISO/IEC 27001:2013.

Duration 5 days



04

## Make excellence a habit

### ISO/IEC 27005:2018 Information Security Risk Management

This course aims to provide you with clear and practical guidance on the framework and steps involved to identify, analyse and manage information security risks. It will help you to review your existing risk treatments and controls, and ensure they are appropriate to manage and reduce the identified risks.

Duration 2 days

### ISO/IEC 27005:2018 Information Security Risk Management

This course aims to provide you with clear and practical guidance on the framework and steps involved to identify, analyse and manage information security risks. It will help you to review your existing risk treatments and controls, and ensure they are appropriate to manage and reduce the identified risks.

Duration 2 days

Once you've successfully completed Internal or Lead Auditor training, you can follow our BSI Auditor Qualification pathway.

## Data Protection

### ISO/IEC 27701:2019 Requirements

Understand how ISO/IEC 27701 can extend your ISO/IEC 27001 information security management system (ISMS) to include requirements for protecting personally identifiable information (PII) and provide a framework for a privacy information management system (PIMS).

Duration 1 day

### ISO/IEC 27701:2019 Implementation

This course will help you to provide a typical framework for extending your ISO/IEC 27001 information security management system (ISMS) including the more specific requirements and guidance for protecting your organization's personally identifiable information (PII), together constituting a privacy information management system (PIMS).

Duration 2 days

### ISO/IEC 27701:2019 Internal Auditor

As a qualified auditor, learn to effectively audit the policies, processes and procedures that your organization has implemented in order to meet the requirements of ISO/IEC 27701:2019, and as defined in your organization's privacy information management system (PIMS).

Duration 1 day



ISO/IEC 20000-1 is ideal for any service provider, large or small, who wants to provide assurance in the quality of the services they deliver. It's commonly used for IT services, facilities management and business services to help ensure effective and resilient services in today's changing service delivery environment. Internationally recognized, ISO/IEC 20000-1 is the best practice framework for a service management system that helps you to provide a consistent, reliable service.

# Service Management

ISO/IEC 20000-1:2018





01

## Understand

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### Requirement courses:

#### ISO/IEC 20000-1:2018 Senior Management Briefing

As a business leader, your commitment and support are crucial to the success of your organization's SMS. This senior management briefing will help you to identify, discuss and understand the leadership requirements of information technology – service management, as described in ISO/IEC 20000-1:2018. It will give you a better understanding of both your organization's obligations and your personal responsibilities. It will enable you to develop action plans for implementing key leadership activities.

Duration 2 hours

#### ISO/IEC 20000-1:2018 Requirements



You'll learn about the ISO/IEC 20000-1 requirements and how to interpret and apply the key concepts and principles of the standard to existing processes within your organization. This course will help anyone involved in defining, planning, auditing, implementing or managing a service management system (SMS) based on ISO/IEC 20000-1:2018.

Duration 1 day



02

## Implement

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### Implementation courses:

#### ISO/IEC 20000-1:2018 Implementation



By attending this course you'll discover how to implement an SMS based on ISO/IEC 20000-1:2018. Using a step-by-step approach with the aid of a toolkit, you'll learn how to develop an implementation plan, create necessary documentation and implement your SMS. You'll follow a typical framework for implementing an SMS based on ISO/IEC 20000-1:2018.

Duration 2 days

#### ISO/IEC 20000-1:2018 Lead Implementer



This course combines the ISO/IEC 20000-1:2018 Requirements and Implementing courses, with an additional focus on leadership and management, followed by an exam. This will provide you with an in depth understanding of the standard; the best practice methods to implement the standard within your organization and ensuring its effectiveness by teaching soft skills such as leadership, management, effective delegation, problem solving and motivation.

Duration 5 days



03

## Prove it's working

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### Internal Auditor courses:

#### ISO/IEC 20000-1:2018 Internal Auditor



An internal audit is an essential element of an effective SMS, and by attending this course you'll develop the auditing skills to help improve your organization's SMS performance. You'll learn how to assess and report on the conformity and effectiveness of an SMS based on ISO/IEC 20000-1:2018. You'll also gain the skills to initiate an audit, prepare and conduct audit activities, compile and distribute audit reports and complete follow-up activities.

Duration 2 days

#### ISO/IEC 20000-1:2018 Lead Auditor



Using a step-by-step approach, you'll be guided through the entire audit process from initiation to follow-up in accordance with ISO 19011. You'll gain the knowledge and skills to undertake and effectively lead a successful service management systems audit and drive improvement. You'll sit a 2 hour exam to test your knowledge and understanding.

Duration 5 days



# Healthcare



Our ISO 13485 quality management training will help you to understand the QMS requirements for medical devices, so you can ensure that you maintain compliance.

By attending training on ISO 14971 you can understand how to improve your business through risk management efforts and understand how ISO 14971 applies to ISO 13485.

# Medical Devices

ISO 13485:2016



01

## Understand

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### Requirement courses:

#### ISO 13485:2016 Senior Management Briefing

As a leader, your commitment and support is crucial to the success of your organization's ISO 13485:2016 Medical Devices Quality Management System (QMS). This interactive briefing, delivered online, highlights your responsibilities in terms of leadership and commitment.

Duration 2 hours

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#### Introduction to ISO 13485:2016

This course has been designed to provide an insight into the use of ISO 13485:2016 as the basis for a quality management system implemented by medical device manufacturers.

Duration 1 day



02

## Implement

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### Implementation courses:

#### Implementing ISO 13485:2016\*



This course has been designed to provide you with the knowledge and process steps to enable you to effectively implement a quality management system in line with the requirements for ISO 13485:2016. The course introduces the concepts needed to understand, develop and implement a quality management system.

Duration 2 days  
includes optional online exam



03

## Prove it's working

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### Internal Auditor courses:

#### ISO 13485:2016 Internal Auditor



This intensive course is intended for medical device quality professionals aiming to build on their knowledge of ISO 13485:2016 and evaluate the effectiveness of the quality management system in their organization.

Duration 2 days  
includes optional online exam

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#### ISO 13485:2016 Lead Auditor\*



This course teaches the key principles and practices of effective quality management system audits in accordance with ISO 13485:2016 and ISO 19011, "Guidelines for auditing management systems". Participants will gain the knowledge and skills to plan, conduct, report and follow up a QMS audit that establishes conformity and enhances overall organizational performance.

Duration 5 days



A photograph of a hand holding a white envelope over a wooden table. In the background, another hand is raised, palm facing forward. A large red semi-circle is overlaid on the right side of the image.

# Business Ethic



ISO 37001 is the international standard designed to help organizations implement an anti-bribery management system. It specifies a series of measures your organization can implement to help prevent, detect and address bribery. Designed to be integrated into your organization's existing management processes and controls, ISO 37001 also follows the common ISO structure for management system standards, for easy integration with ISO 9001 for example.

## Anti-Bribery

ISO 37001:2016



## 01 Understand

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### Requirement courses:

#### ISO 37001:2016 Anti-bribery Management System Senior Management Briefing

Led by an experienced BSI tutor, this course will provide a senior management briefing of anti-bribery, and an awareness of the International Standard for anti-bribery management systems (ABMS).

Duration 3 hours

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#### Requirements of ISO 37001:2016



This course introduces the concepts of anti-bribery, explains the benefits of an ABMS and the key requirements and context of ISO 37001:2016. It's applicable to all organizations including the public, private and voluntary / not-for-profit sectors.

Duration 1 day



## 02 Implement

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### Implementation courses:

#### Implementing ISO 37001:2016



This course will guide you through the implementation of an ISO 37001 ABMS using a combination of practical exercises and class discussions. You will also receive a take-home reference toolkit containing essential documents and information you can reference and use during your organization's implementation process.

Duration 2 days



## 03 Prove it's working

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### Internal Auditor courses:

#### ISO 37001:2016 Internal Auditor

This innovative course provides a solid foundation in all aspects of the audit process. You will be taken through a structured programme stage by stage that includes a balance of theory and practice. Using a combination of collaborative, accelerated learning and practical activities you will gain an understanding of the key activities for auditing.

Duration 2 days

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#### ISO 37001:2016 Lead Auditor



The course is designed to equip delegates with the knowledge and skills to enable them to audit in any organization against the requirements of the ISO 37001 standard. It provides the foundation upon which they can build their experience and develop their competence with knowledge about the purpose of an anti-bribery management system, of anti-bribery management system standards, of management system audit, of third-party certification, and the business benefits of improved performance of the anti-bribery management system. Also knowledge and skill about the role of an auditor to plan, conduct, report and follow up an anti-bribery management system audit in accordance with ISO 19011 and ISO/IEC 17021, as appropriate

Duration 5 days

The logo for BSI (British Standards Institution) is displayed in the top left corner. It consists of the lowercase letters 'bsi.' in a bold, black, sans-serif font. The background of the slide is a photograph of a desk setup. On the left, there is a green leafy plant in a pot. In the center, a laptop is open, showing a video call with two participants. To the left of the laptop, a hand is holding a yellow pencil over an open notebook. The right side of the slide is partially covered by a large red circle containing white text.

bsi.

Online training  
Classroom training  
Public Training

# BSI Training Academy Course Schedule Indonesia 2021





# BSI Training Academy

## Public Training Schedule 2021



Courses	Days	January	February	March	April	May	June	July	August	September	October	November	December
Quality Management Training Course													
ISO 9001 Internal Auditor Training Course	2	13-14	08-09	08-09	28-29	24-25	28-29	21-22	30-31	28-29	19-20	29-30	20-21
IRCA Certified ISO 9001:2015 Lead Auditor 4course	5	04-08 & 25-29	01-05 & 15-19	01-05 & 15-19	05-09 & 19-23	03-07	07-11 & 21-25	05-09 & 26-30	02-06 & 23-27	07-11 & 21-25	04-08 & 25-29	01-05 & 15-19	06-10 & 27-31
Environmental Training Course													
ISO 14001:2015 Internal Audit Training Course	2	25-26	08-09	29-30	19-20	10-11	28-29	21-22	18-19	28-29	19-20	29-30	01-02
CQI and IRCA Certified ISO 14001:2015 Lead Auditor Course	5	04-08 & 18-22	01-05 & 22-26	01-05 & 22-26	05-09 & 26-30	03-07	07-11 & 21-25	05-09 & 26-30	02-06 & 23-27	07-11 & 21-25	04-08 & 25-29	08-12 & 22-26	06-10 & 27-31
Occupational Health & Safety Training Courses													
ISO 45001 Internal Auditor training course	2	18-19	10-11	29-30	28-29	27-28	28-29	21-22	18-19	30-31	19-20	29-30	20-21
ISO 45001:2018 Auditor Migration/Transition Course	2	20-21	08-09	08-09	26-27	24-25	02-03	12-13	30-31	28-29	21-22	22-23	01-02
CQI and IRCA Certified ISO 45001:2018 Lead Auditor	5	1 <sup>st</sup> -15 & 25-29	01-05 & 15-19	01-05 & 22-26	05-09 & 19-23	03-07	07-11 & 21-25	05-09 & 26-30	02-06 & 23-27	07-11 & 21-25	04-08 & 25-29	01-05 & 15-19	06-10 & 27-31
Information Security Training Courses													
ISO/IEC 27001 Lead Auditor (IRCA Reg. No : A17287)	5	18-22	22-26	22-26	19-23	03-07	14-18	12-16	09-16	14-18	11-15	01-05	13-17
IT Service Management Training Courses													
ISO/IEC 20000 Auditor Migration/Transition Course	2	27-28	22-23	22-23	26-27	27-28	21-22	12-13	18-19	30-31	19-20	29-30	20-21
Business Continuity Training Courses													
ISO 22301 Lead Auditor (IRCA Reg. No : A17456)	5			15-19	12-16		14-18			21-25		22-26	13-17
Energy Management System Training Courses													
ISO 50001 Auditor Migration/Transition Course	2	18-19	22-23	15-16	01-02	27-28	28-29	21-22	18-19	30-31	19-20	22-23	20-21
ISO 50001 Lead Auditor (IRCA Reg. No : A17583)	5	25-29			26-30			26-30			11-15		
Anti Bribery													
ISO 37001 Internal Auditor Training Course	2	25-26	10-11	08-09	19-20	24-25	21-22	05-06	30-31	30-31	21-22	15-16	01-02
ISO 37001 Lead Auditor Training Course	5	18-22	15-19	15-19	12-16	03-07	14-18	12-16	09-16	14-18	11-15	08-12	13-17
Food Safety Training Courses													
Integrated ISO 22000:2018, ISO 9001:2015 Req <b>NEW</b>	1	7-8					7-8				4-5		
ISO 22000:2018 Implementation Training Course	2	4-5		8-9		3-4		5-6		6-7		8-9	
ISO 22000:2018 Lead Auditor (CQI and IRCA certified)	5	18-22	01-05	22-26	12-16	03-07	14-18	12-16	09-16	14-18	11-15	08-12	13-17
ISO 22000:2018 Internal Auditor Training Course	2	27-28	08-09	29-30	26-27	27-28	28-29	26-27	30-31	28-29	21-22	17-18	20-21
FSSC 22000 v5 Implementation	2		17-18		15-16		14-15		12-13		11-12		
FSSC 22000 v5 Certified Auditor/Lead Auditor	5		22-26		19-23		21-25				25-29		27-31
FSSC 22000 v5 Internal Audit	2			18-19				15-16				22-23	
ISO TS 22002-5:2019 - Prerequisite Programs for Transport and Storage	1	8				5				8			1
HACCP Plans and GMP Implementation	2			15-16				12-13				11-12	
HACCP Internal Audit	2				8-9				5-6				
Food Safety Culture	1	25		29		24		19		27		22	
Integrated ISO 9001 and HACCP Requirements <b>NEW</b>	2				26-27				23-24				02-03

Courses	Days	January	February	March	April	May	June	July	August	September	October	November	December
Asset Management System													
Asset Management System: Lead Auditor ISO 55001	5		22-26			03-07			23-27			22-26	
Six Sigma													
Six Sigma Yellow Belt (SSYB)	2			08-09			28-29			02-03			01-02
Certified Six Sigma Green Belt	6				12-16, 19			12-16, 19			19-22, 25, 26		
Certified Six Sigma Black Belt	14						07-11, 14-18					22-26, 29, 30, 01-03 Dec	
5S													
5S Principles and Implementation	2						09-10					29-30	
Process Improvement													
An Effective Calibration System	2	27-28			01-02			28-29				29-30	
Problem Solving Through 7QC Tools	2		10-11		01-02		02-03		11-12		19-20		01-02
BIM*													
BIM Strategic Understanding	0.5	25		10		07		19		04		15	
BIM Strategic Implementation	0.5		11		14		04		19		19		01
BIM Fundamentals	2	25-26	10-11	08-09	12-13	10-11	29-30	21-22	30-31	14-15	20-21	22-23	02-03
BIM ISO 19650: Part 2 / BIM Project Delivery	1	18	15	12	26	24	21	23	20	16	22	24	20
BIM ISO 1192: Part 3 / BIM Asset Management	1	19	16	15	27	25	22	26	23	17	25	25	21
BIM ISO 1192: Part 4 / BIM COBie2	1	20	17	16	28	27	23	27	24	18	26	26	22
BIM ISO 1192: Part 5 / BIM and Security	1	21	18	17	29	28	24	28	25	28	27	29	23
BIM ISO 1192: Part 6 / BIM Health and Safety	1	22	19	18	30	31	25	29	26	29	28	30	24

\*BIM Training courses are conducted in English, unless otherwise specified.

For training inquiry please contact:

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Should you need training courses apart from the schedule above, do not hesitate to contact us

# Get in touch

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## Terms & conditions

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### Payment:

Payment for public course offerings is due upon registration. You may pay by 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 are subject to change at any time.

### Travel Arrangements:

Accommodation and travel costs are not included in the course fee. The individual attending the course must make their own travel arrangements. Accommodation can be arranged for all venues excluding London directly through your BSI Training Account Manager.

### Course Confirmation:

- A confirmation email of your registration for the training course will be sent upon signing the training booking agreement
- Hard copies of the materials will be provided on the training course.

### Cancellation/Transfer Policy:

Delegates may transfer their registration for one course to another course up to 21 working days prior to the original course date. Once a delegate has transferred no refunds can be made for the cancellation of either course. Only one transfer by any delegate may be made.

If you cancel a Training Course: – all cancellations must be made no later than 25 working days before the start of the relevant Training Course. We will only accept cancellations that are made in writing. If a delegate fails to attend a Training Course, or a cancellation is sought within the 25 working days prior to the start of such course, full payment will be required.

Refund Policy: if the refund is approved, it will be made through the original mode of payment only. No refunds shall be given for the cancellation of Distance Learning, Blended Learning and E-learning courses no matter when cancellation is notified to us. If we cancel a Training Course, or change course content: – we reserve the right to cancel a Training Course at any time, without incurring any additional liability. In such circumstances, we will offer alternative dates, a full refund or a credit note.

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