

# Training Catalogue 2023



**PMCI**

الاستشاريون الإداريون المهنيون الدولية ذ.م.م  
Professional Management Consultants Int'l LLC

**APPROVED**



## Management Courses

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Learn Online*



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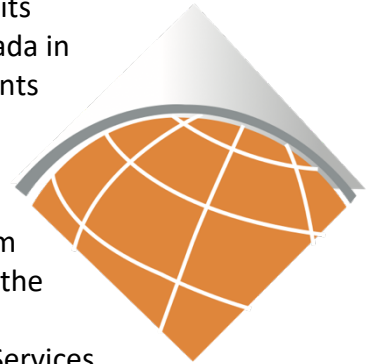
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## Company Overview

- PMCi is a leading consulting firm established back in 2005 through its regional office in Abu Dhabi & branches in Dubai and Ontario, Canada in response to the increasing need for qualified professional consultants in the Middle East and North America.
- Its aim is to introduce and help in implementing the highest standards of management systems & practices.
- We offer high quality, reliable, and flexible solutions, with minimum burden to your personnel, which will achieve better relations with the international market, so as the public sector.
- We are dedicated to providing high quality Training & Consulting Services that not only to meet but also exceed our clients' expectations with every completed project.



### Licenses & Certifications

- [ACTVET Training License](#)
- [ISO 9001 Certification](#)
- [Trade License](#)
- [VAT Certificate](#)

### Our Vision

- To be the leaders in the consultancy Business in the Gulf States, Middle East Region and North America.



### Our Mission

- To provide effective, competitive and practical business solutions to the organizations to optimize their operational efficiency and improve their management skills and practices in order to maximize return on investment and ultimately achieve the desired objectives.

### Our Values

- Ethics
- Innovation
- Transparency
- Excellence
- Customer Partnership



## Terms & Conditions

### Registration

Delegates can register for courses either by visiting our website and completing the details in contact us (<https://www.pmcuae.com/contact>) or by sending an email to: [info@pmcuae.com](mailto:info@pmcuae.com) and including your Full Name, mobile number, email, course ID, and the selected date. We will be in touch with you to complete the registration process.

### Payment

Payment for public courses must be made 1 week prior to commencement of the training. Payments can be made via Bank transfer.

### Bank Details

Beneficiary:	Professional Management Consultants International
Bank:	Abu Dhabi Islamic bank
IBAN #:	AE430500000000010976205
Account #:	10976205

For in-house training, please contact us to provide you with the best competitive quote based on your requirement.

## 2023 Training Plan

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No.	Course ID	Course Title	Start Date	End Date
<b>JANUARY</b>				
1	LA22	Business Continuity Management System (ISO 22301:2019) Lead Auditor	23-01-2023	28-01-2023
<b>FEBRUARY</b>				
2	AW14	Environmental Management System (ISO 14001:2015) Awareness	01-02-2023	02-02-2023
3	AW45	Occupational Health & Safety Management System (ISO 45001:2018) Awareness	03-02-2023	04-02-2023
4	IA14	Environmental Management System (ISO 14001:2015) Internal Auditor	07-02-2023	09-02-2023
5	AW27	Information Security Management System (ISO 27001:2013) Awareness	10-02-2023	11-02-2023
6	AW20	IT Service Management System (ISO 20000-1:2018) Awareness	14-02-2023	15-02-2023
7	IA45	Occupational Health and Safety Management System (ISO 45001:2018) Internal Auditor	16-02-2023	18-02-2023
8	LA14	Environmental Management System (ISO 14001:2015) Lead Auditor	21-02-2023	25-02-2023
9	AW55	Asset Management Systems (ISO 55001:2014) Awareness	28-02-2023	01-03-2023
<b>MARCH</b>				
10	IA20	IT Service Management System (ISO 20000-1:2018) Internal Auditor	02-03-2023	04-03-2023
11	IA50	Energy Management Systems (ISO 50001:2018) Internal Auditor	07-03-2023	09-03-2023
12	AW30	Knowledge Management Systems (ISO 30401:2018) Awareness	10-03-2023	11-03-2023
13	AW22	Business Continuity Management System (ISO 22301:2019) Awareness	14-03-2023	15-03-2023
14	IA09	Quality Management System (ISO 9001:2015) Internal Auditor	16-03-2023	18-03-2023
15	LA20	IT Service Management System (ISO 20000-1:2018) Lead Auditor	21-03-2023	25-03-2023
16	IA22	Business Continuity Management System (ISO 22301:2019) Internal Auditor	28-03-2023	30-03-2023
17	AW14	Environmental Management System (ISO 14001:2015) Awareness	31-03-2023	01-04-2023



No.	Course ID	Course Title	Start Date	End Date
<b>MAY</b>				
18	AW27	Information Security Management System (ISO 27001:2013) Awareness	16-05-2023	17-05-2023
19	IA27	Information Security Management System (ISO 27001:2013) Internal Auditor	18-05-2023	20-05-2023
20	LA27	Information Security Management System (ISO 27001:2013) Lead Auditor	23-05-2023	27-05-2023
21	AW45	Occupational Health & Safety Management System (ISO 45001:2018) Awareness	30-05-2023	31-05-2023
<b>JUNE</b>				
22	AW45	Occupational Health & Safety Management System (ISO 45001:2018) Awareness	06-06-2023	07-06-2023
23	IA30	Knowledge Management Systems (ISO 30401:2018) Internal Auditor	08-06-2023	10-06-2023
24	AW09	Quality Management System (ISO 9001:2015) Awareness	13-06-2023	14-06-2023
25	IA09	Quality Management System (ISO 9001:2015) Internal Auditor	15-06-2023	17-06-2023
26	LA30	Knowledge Management Systems (ISO 30401:2018) Lead Auditor	20-06-2023	24-06-2023
27	IA20	IT Service Management System (ISO 20000-1:2018) Internal Auditor	27-06-2023	29-06-2023
28	AW20	IT Service Management System (ISO 20000-1:2018) Awareness	30-06-2023	01-07-2023
<b>JULY</b>				
29	AW45	Occupational Health & Safety Management System (ISO 45001:2018) Awareness	11-07-2023	12-07-2023
30	IA31	Risk Management Guideline (ISO 31000:2018) Internal Auditor	13-07-2023	15-07-2023
31	LA31	Risk Management Guideline (ISO 31000:2018) Lead Auditor	18-07-2023	22-07-2023
<b>AUGUST</b>				
32	LA22	Business Continuity Management System (ISO 22301:2019) Lead Auditor	01-08-2023	05-08-2023
33	AW31	Risk Management Guideline (ISO 31000:2018) Awareness	08-08-2023	09-08-2023
34	IA22	Business Continuity Management System (ISO 22301:2019) Internal Auditor	10-08-2023	12-08-2023
35	IA45	Occupational Health and Safety Management System (ISO 45001:2018) Internal Auditor	15-08-2023	17-08-2023
36	AW20	IT Service Management System (ISO 20000-1:2018) Awareness	18-08-2023	19-08-2023
37	LA45	Occupational Health & Safety Management System (ISO 45001:2018) Lead Auditor	22-08-2023	26-08-2023
38	IA27	Information Security Management System (ISO 27001:2013) Internal Auditor	29-08-2023	31-08-2023
<b>SEPTEMBER</b>				

No.	Course ID	Course Title	Start Date	End Date
39	AW50	Energy management Systems (ISO 50001:2018) Awareness	01-09-2023	02-09-2023
40	IA50	Energy Management Systems (ISO 50001:2018) Internal Auditor	07-09-2023	09-09-2023
41	LA22	Business Continuity Management System (ISO 22301:2019) Lead Auditor	12-09-2023	16-09-2023
42	LA50	Energy management Systems (ISO 50001:2018) Lead Auditor	19-09-2023	23-09-2023
43	LA20	IT Service Management System (ISO 20000-1:2018) Lead Auditor	26-09-2023	30-09-2023
<b>OCTOBER</b>				
44	IA22	Business Continuity Management System (ISO 22301:2019) Internal Auditor	03-10-2023	05-10-2023
45	AW55	Asset Management Systems (ISO 55001:2014) Awareness	06-10-2023	07-10-2023
46	AW09	Quality Management System (ISO 9001:2015) Awareness	10-10-2023	11-10-2023
47	IA55	Asset Management Systems (ISO 55001:2014) Internal Auditor	12-10-2023	14-10-2023
48	LA56	Innovation Management Systems (ISO 56000:2020) Lead Auditor	17-10-2023	21-10-2023
49	LA55	Asset Management Systems (ISO 55001:2014) Lead Auditor	24-10-2023	28-10-2023
<b>NOVEMBER</b>				
50	AW45	Occupational Health & Safety Management System (ISO 45001:2018) Awareness	01-11-2023	02-11-2023
51	AW56	Innovation Management Systems (ISO 56000:2020) Awareness	03-11-2023	04-11-2023
52	IA45	Occupational Health and Safety Management System (ISO 45001:2018) Internal Auditor	07-11-2023	09-11-2023
53	AW31	Risk Management Guideline (ISO 31000:2018) Awareness	10-11-2023	11-11-2023
54	AW22	Business Continuity Management System (ISO 22301:2019) Awareness	14-11-2023	15-11-2023
55	IA56	Innovation Management Systems (ISO 56000:2020) Internal Auditor	16-11-2023	18-11-2023
56	LA99	Integrated Management Systems (PAS 99:2012) Lead Auditor	21-11-2023	25-11-2023
<b>DECEMBER</b>				
57	IA27	Information Security Management System (ISO 27001:2013) Internal Auditor	05-12-2023	07-12-2023
58	AW99	Integrated Management Systems (PAS 99:2012) Awareness	08-12-2023	09-12-2023
59	AW27	Information Security Management System (ISO 27001:2013) Awareness	12-12-2023	13-12-2023
60	IA99	Integrated Management Systems (PAS 99:2012) Internal Auditor	14-12-2023	16-12-2023





Course Title:	Quality Management System (ISO 9001:2015) Awareness			Course ID:	AW09
Management System:	Quality Management System		Standard:	ISO 9001:2015	
	Language: English and/or Arabic			Duration:	2 days
Investment per Delegate:	AED 1,500	In-house investment:	Call us now	In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions		Venue:		Online (MS Teams)
Participants:	<ul style="list-style-type: none"><li>Those who wish to implement Quality Management System based on (ISO 9001:2015) in their organization.</li><li>Those who will be required to have the working knowledge essential to motivate the team implementing the Quality Management System.</li><li>Those who are planning to attend higher level training courses such as internal auditor/documentation &amp; implementation/lead auditor course related to Quality Management.</li></ul>				
Pre-Requisites:	<ul style="list-style-type: none"><li>None</li></ul>				
Objectives:	<ul style="list-style-type: none"><li>Comprehensive understanding and awareness of Quality Management System and the benefits of a Quality Management System based on ISO 9001:2015.</li></ul>				
Content:	<ul style="list-style-type: none"><li>Introduction to Quality and ISO standards</li><li>The eight Quality Management Principles</li><li>ISO 9001:2015 requirements</li><li>Documenting Requirements of the QMS</li><li>Implementing Requirements of the QMS</li><li>Registration/certification process</li></ul>				

Course Title:	Quality Management System (ISO 9001:2015) Internal Auditor				Course ID:	IA09
Management System:	Quality Management System			Standard:	ISO 9001:2015	
Language:	English and/or Arabic			Duration:	3 days	
Investment per Delegate:	AED 2,250	In-house investment:	Call us now		In-house Max # of delegates:	12
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Anyone involved in the auditing, maintaining, or supervising of the Quality Management System (ISO 9001:2015).</li><li>Staff responsible for conducting internal audits of the Quality Management System.</li><li>Those who want to monitor the Quality Management System performance.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the QMS structure and requirements of ISO 9001:2015, equivalent or similar quality management system standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to begin performing internal audits on quality management systems. Case studies and participatory activities are based on the ISO 9001:2015 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Basic concepts and definitions</li><li>ISO 9000 &amp; 19011 fundamentals</li><li>Auditor selection and characteristics</li><li>Performing an internal audit</li><li>Reporting the audit</li><li>Corrective action and follow-up</li></ul>					

Course Title:	Quality Management System (ISO 9001:2015) Implementation				Course ID:	IM09
Management System:	Quality Management System			Standard:	ISO 9001:2015	
Language:	English and/or Arabic			Duration:	2 days	
Investment per Delegate:	AED 2,000	In-house investment:	Call us now		In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>This course is ideal for anyone involved in the planning, implementing, maintaining, or supervising of a Quality Management System (ISO 9001:2015).</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the QMS structure and requirements of ISO 9001:2015, equivalent or similar quality management system standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to implement the procedures and forms based on the ISO 9001:2015 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>ISO 9001:2015 requirements</li><li>Documentation Hierarchy</li><li>Documentation levels</li><li>Roles and Responsibilities</li><li>Control of documents and records</li></ul>					

Course Title:	Quality Management System (ISO 9001:2015) Lead Auditor				Course ID:	LA09
Management System:	Quality Management System			Standard:	ISO 9001:2015	
Language:	English and/or Arabic				Duration:	5 days
Investment per Delegate:	AED 5,000	In-house investment:	Call us now	In-house Max # of delegates:	10	
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Quality Management professionals interested in conducting first-party, second party, and/or third-party audits</li><li>Management Representatives</li><li>Business Units Heads</li><li>Consultants</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the QMS structure and requirements of ISO 9001:2015, equivalent or similar quality management system standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>The calibre of your lead auditor is crucial to the performance of your audit team, and ultimately to the success of your Quality Management System (ISO 9001:2015) management system. This comprehensive five-day course provides hands-on training to ensure that your lead auditor thoroughly understands the role and acquires the expertise needed to perform it effectively. Delegates completing the course will be presented with an IRCA independently accredited certificate for lead auditors</li></ul>					
Content:	<ul style="list-style-type: none"><li>Introduction to Quality Management System (ISO 9001:2015) Audit</li><li>Planning an audit</li><li>The role of the checklists</li><li>Organizing an opening meeting</li><li>Performing an audit</li><li>Organizing a closing meeting</li><li>Recording non-conformities</li><li>Auditing reports</li><li>Evaluating corrective action</li><li>Continuing assessment</li></ul>					

<b>Course Title:</b>	<b>Environmental Management System (ISO 14001:2015) Awareness</b>			<b>Course ID:</b>	<b>AW14</b>
<b>Management System:</b>	Environmental Management System		<b>Standard:</b>	ISO 14001:2015	
<b>Language:</b>	English and/or Arabic			<b>Duration:</b>	2 days
<b>Investment per Delegate:</b>	AED 2,000	<b>In-house investment:</b>	Call us now	<b>In-house Max # of delegates:</b>	20
<b>Methodology:</b>	Lectures, case studies, group exercises and discussions			<b>Venue:</b>	Online (MS Teams)
<b>Participants:</b>	<ul style="list-style-type: none"> <li>Those who wish to implement Environmental Management System based on (ISO 14001:2015) in their organization.</li> <li>Those who will be required to have the working knowledge essential to motivate the team implementing the Environmental Management System.</li> <li>Those who are planning to attend higher level training courses such as internal auditor/documentation &amp; implementation/lead auditor course related to Environmental Management.</li> </ul>				
<b>Pre-Requisites:</b>	<ul style="list-style-type: none"> <li>None</li> </ul>				
<b>Objectives:</b>	<ul style="list-style-type: none"> <li>Comprehensive understanding and awareness of Environmental Management System and the benefits of an Environmental Management System based on ISO 14001:2015.</li> </ul>				
<b>Content:</b>	<ul style="list-style-type: none"> <li>Introduction to Environment and ISO standards</li> <li>ISO 14001:2015 requirements</li> <li>Documenting Requirements of the EMS</li> <li>Implementing Requirements of the EMS</li> <li>Registration/certification process</li> </ul>				



Course Title:	Environmental Management System (ISO 14001:2015) Internal Auditor				Course ID:	IA14
Management System:	Environmental Management System			Standard:	ISO 14001:2015	
Language:	English and/or Arabic			Duration:	3 days	
Investment per Delegate:	AED 2,250	In-house investment:	Call us now		In-house Max # of delegates:	12
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Anyone involved in the auditing, maintaining, or supervising of the Environmental Management System (ISO 14001:2015).</li><li>Staff responsible for conducting internal audits of the Environmental Management System.</li><li>Those who want to monitor the Environmental Management System performance.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the EMS structure and requirements of ISO 14001:2015, equivalent or similar environmental system standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to begin performing internal audits on environmental management systems. Case studies and participatory activities are based on the ISO 14001:2015 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Basic concepts and definitions</li><li>ISO 14001 &amp; 19011 fundamentals</li><li>Auditor selection and characteristics</li><li>Performing an internal audit</li><li>Reporting the audit</li><li>Corrective action and follow-up</li></ul>					

Course Title:	Environmental Management System (ISO 14001:2015) Implementation				Course ID:	IM14
Management System:	Environmental Management System			Standard:	ISO 14001:2015	
Language:	English and/or Arabic			Duration:	2 days	
Investment per Delegate:	AED 2,000	In-house investment:	Call us now		In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>This course is ideal for anyone involved in the planning, implementing, maintaining, or supervising of an Environmental Management System (ISO 14001:2015).</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the EMS structure and requirements of ISO 14001:2015, equivalent or similar environmental system standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to implement the procedures and forms based on the ISO 14001:2015 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>ISO 14001:2015 requirements</li><li>Documentation Hierarchy</li><li>Documentation levels</li><li>Roles and Responsibilities</li><li>Control of documents and records</li></ul>					

Course Title:	Environmental Management System (ISO 14001:2015) Lead Auditor				Course ID:	LA14
Management System:	Environmental Management System			Standard:	ISO 14001:2015	
Language:	English and/or Arabic			Duration:	5 days	
Investment per Delegate:	AED 5,000	In-house investment:	Call us now		In-house Max # of delegates:	10
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Environmental Management professionals interested in conducting first-party, second party, and/or third-party audits</li><li>Management Representatives</li><li>Business Units Heads</li><li>Consultants</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the EMS structure and requirements of ISO 14001:2015, equivalent or similar environmental system standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>The calibre of your lead auditor is crucial to the performance of your audit team, and ultimately to the success of your Environmental Management System (ISO 14001:2015)management system. This comprehensive five-day course provides hands-on training to ensure that your lead auditor thoroughly understands the role and acquires the expertise needed to perform it effectively. Delegates completing the course will be presented with an IRCA independently accredited certificate for lead auditors</li></ul>					
Content:	<ul style="list-style-type: none"><li>Introduction to Environmental Management System (ISO 14001:2015) Audit</li><li>Planning an audit</li><li>The role of the checklists</li><li>Organizing an opening meeting</li><li>Performing an audit</li><li>Organizing a closing meeting</li><li>Recording non-conformities</li><li>Auditing reports</li><li>Evaluating corrective action</li><li>Continuing assessment</li></ul>					

Course Title:	IT Service Management System (ISO 20000-1:2018) Awareness				Course ID:	AW20
Management System:	IT Service Management System			Standard:	ISO 20000-1:2018	
Language:	English and/or Arabic			Duration:	2 days	
Investment per Delegate:	AED 2,000	In-house investment:	Call us now		In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Those who wish to implement IT Service Management System based on (ISO 20000-1:2018) in their organization.</li><li>Those who will be required to have the working knowledge essential to motivate the team implementing the IT Service Management System.</li><li>Those who are planning to attend higher level training courses such as internal auditor/documentation &amp; implementation/lead auditor course related to IT Service Management.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>None</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>Comprehensive understanding and awareness of Information Technology Service Management System and the benefits of an ITSMS based on ISO 20000-1:2018.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Introduction to ITSMS and ISO standards</li><li>ISO 20000-1 requirements</li><li>Documenting Requirements of the ITSMS</li><li>Implementing Requirements of the ITSMS</li><li>Registration/certification process</li></ul>					

Course Title:	IT Service Management System (ISO 20000-1:2018) Internal Auditor				Course ID:	IA20
Management System:	IT Service Management System			Standard:	ISO 20000-1:2018	
Language:	English and/or Arabic			Duration:	3 days	
Investment per Delegate:	AED 2,250	In-house investment:	Call us now		In-house Max # of delegates:	12
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Anyone involved in the auditing, maintaining, or supervising of the IT Service Management System (ISO 20000-1:2018).</li><li>Staff responsible for conducting internal audits of the IT Service Management System.</li><li>Those who want to monitor the IT Service Management System performance.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the ITSMS structure and requirements of ISO 20000-1:2018, equivalent or similar ITSM system standards (e.g. ITIL).</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to begin performing internal audits on IT service management systems. Case studies and participatory activities are based on the ISO 20000-1:2018 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Basic concepts and definitions</li><li>ISO 20000-1 &amp; 19011 fundamentals</li><li>Auditor selection and characteristics</li><li>Performing an internal audit</li><li>Reporting the audit</li><li>Corrective action and follow-up</li></ul>					

Course Title:	IT Service Management System (ISO 20000-1:2018) Implementation				Course ID:	IM20
Management System:	IT Service Management System			Standard:	ISO 20000-1:2018	
Language:	English and/or Arabic			Duration:	2 days	
Investment per Delegate:	AED 2,000	In-house investment:	Call us now		In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>This course is ideal for anyone involved in the planning, implementing, maintaining, or supervising of an IT Service Management System (ISO 20000-1:2018).</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the ITSMS structure and requirements of ISO 20000-1:2018, equivalent or similar ITSM system standards (e.g. ITIL).</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to implement the procedures and forms based on the ISO 20000-1:2018 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>ISO 20000-1:2018 requirements</li><li>Documentation Hierarchy</li><li>Documentation levels</li><li>Roles and Responsibilities</li><li>Control of documents and records</li></ul>					



Course Title:	IT Service Management System (ISO 20000-1:2018) Lead Auditor				Course ID:	LA20
Management System:	IT Service Management System			Standard:	ISO 20000-1:2018	
Language:	English and/or Arabic			Duration:	5 days	
Investment per Delegate:	AED 5,000	In-house investment:	Call us now		In-house Max # of delegates:	10
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>IT Service Management professionals interested in conducting first-party, second party, and/or third-party audits</li><li>Management Representatives</li><li>Business Units Heads</li><li>Consultants</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the ITSMS structure and requirements of ISO 20000-1:2018, equivalent or similar ITSM system standards (e.g. ITIL).</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>The calibre of your lead auditor is crucial to the performance of your audit team, and ultimately to the success of your IT Service Management System (ISO 20000-1:2018)management system. This comprehensive five-day course provides hands-on training to ensure that your lead auditor thoroughly understands the role and acquires the expertise needed to perform it effectively. Delegates completing the course will be presented with an IRCA independently accredited certificate for lead auditors</li></ul>					
Content:	<ul style="list-style-type: none"><li>Introduction to IT Service Management System (ISO 20000-1:2018) Audit</li><li>Planning an audit</li><li>The role of the checklists</li><li>Organizing an opening meeting</li><li>Performing an audit</li><li>Organizing a closing meeting</li><li>Recording non-conformities</li><li>Auditing reports</li><li>Evaluating corrective action</li><li>Continuing assessment</li></ul>					

Course Title:	Business Continuity Management System (ISO 22301:2019) Awareness				Course ID:	AW22
Management System:	Business Continuity Management System			Standard:	ISO 22301:2019	
Language:	English and/or Arabic			Duration:	2 days	
Investment per Delegate:	AED 2,000	In-house investment:	Call us now		In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Those who wish to implement Business Continuity Management System based on (ISO 22301:2019) in their organization.</li><li>Those who will be required to have the working knowledge essential to motivate the team implementing the Business Continuity Management System.</li><li>Those who are planning to attend higher level training courses such as internal auditor/documentation &amp; implementation/lead auditor course related to Business Continuity Management.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>None</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>Comprehensive understanding and awareness of Business Continuity Management System and the benefits of a BCM System based on ISO 22301:2019 and NCEMA 7000-2021</li></ul>					
Content:	<ul style="list-style-type: none"><li>BCM definition, policies, clauses</li><li>Breakdown of ISO 22301 &amp; NCEMA 7000</li><li>Benefits to the employees and organization</li><li>Role of PMCi as a consultant</li><li>Employee requirements</li><li>Certification process</li></ul>					

Course Title:	Business Continuity Management System (ISO 22301:2019) Internal Auditor				Course ID:	IA22
Management System:	Business Continuity Management System			Standard:	ISO 22301:2019	
Language:	English and/or Arabic			Duration:	3 days	
Investment per Delegate:	AED 2,250	In-house investment:	Call us now		In-house Max # of delegates:	12
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Anyone involved in the auditing, maintaining, or supervising of the Business Continuity Management System (ISO 22301:2019).</li><li>Staff responsible for conducting internal audits of the Business Continuity Management System.</li><li>Those who want to monitor the Business Continuity Management System performance.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the BCMS structure and requirements of ISO 22301, equivalent or similar BCM system standards (e.g. NCEMA 7000).</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This day course has been developed to provide participants with the knowledge to begin performing internal audits on business continuity management systems. Case studies and participatory activities are based on the ISO 22301 &amp; NCEMA 7000.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Basic concepts and definitions</li><li>ISO 22301 &amp; 19011 fundamentals</li><li>Auditor selection and characteristics</li><li>Performing an internal audit</li><li>Reporting the audit</li><li>Corrective action and follow-up</li></ul>					

Course Title:	Business Continuity Management System (ISO 22301:2019) Implementation				Course ID:	IM22
Management System:	Business Continuity Management System			Standard:	ISO 22301:2019	
Language:	English and/or Arabic			Duration:	2 days	
Investment per Delegate:	AED 2,000	In-house investment:	Call us now		In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>This course is ideal for anyone involved in the planning, implementing, maintaining, or supervising of a Business Continuity Management System (ISO 22301:2019).</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the BCMS structure and requirements of ISO 22301, equivalent or similar BCM system standards (e.g. NCEMA 7000).</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to implement the procedures and forms based on the ISO 22301:2019 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>ISO 22301:2019 requirements</li><li>Documentation Hierarchy</li><li>Documentation levels</li><li>Roles and Responsibilities</li><li>Control of documents and records</li></ul>					

Course Title:	Business Continuity Management System (ISO 22301:2019) Lead Auditor				Course ID:	LA22
Management System:	Business Continuity Management System			Standard:	ISO 22301:2019	
Language:	English and/or Arabic			Duration:	5 days	
Investment per Delegate:	AED 5,000	In-house investment:	Call us now		In-house Max # of delegates:	10
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Business Continuity Management professionals interested in conducting first-party, second party, and/or third-party audits</li><li>Management Representatives</li><li>Business Units Heads</li><li>Consultants</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the BCMS structure and requirements of ISO 22301, equivalent or similar BCM system standards (e.g. NCEMA 7000).</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>The calibre of your lead auditor is crucial to the performance of your audit team, and ultimately to the success of your Business Continuity Management System (ISO 22301:2019)management system. This comprehensive five-day course provides hands-on training to ensure that your lead auditor thoroughly understands the role and acquires the expertise needed to perform it effectively. Delegates completing the course will be presented with an IRCA independently accredited certificate for lead auditors</li></ul>					
Content:	<ul style="list-style-type: none"><li>Introduction to Business Continuity Management System (ISO 22301:2019) Audit</li><li>Planning an audit</li><li>The role of the checklists</li><li>Organizing an opening meeting</li><li>Performing an audit</li><li>Organizing a closing meeting</li><li>Recording non-conformities</li><li>Auditing reports</li><li>Evaluating corrective action</li><li>Continuing assessment</li></ul>					

Course Title:	Information Security Management System (ISO 27001:2013) Awareness				Course ID:	AW27
Management System:	Information Security Management System			Standard:	ISO 27001:2013	
Language:	English and/or Arabic			Duration:	2 days	
Investment per Delegate:	AED 2,000	In-house investment:	Call us now		In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Those who wish to implement Information Security Management System based on (ISO 27001:2013) in their organization.</li><li>Those who will be required to have the working knowledge essential to motivate the team implementing the Information Security Management System.</li><li>Those who are planning to attend higher level training courses such as internal auditor/documentation &amp; implementation/lead auditor course related to Information Security Management.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>None</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>Comprehensive understanding and awareness of ISMS Management System and the benefits of an ISMS Management System based on ISO 27001:2013.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Introduction to ISMS and ISO standards</li><li>ISO 27001:2013 requirements</li><li>Documenting Requirements of the ISMS</li><li>Implementing Requirements of the ISMS</li><li>Registration/certification process</li></ul>					



Course Title:	Information Security Management System (ISO 27001:2013) Internal Auditor				Course ID:	IA27
Management System:	Information Security Management System			Standard:	ISO 27001:2013	
Language:	English and/or Arabic			Duration:	3 days	
Investment per Delegate:	AED 2,250	In-house investment:	Call us now		In-house Max # of delegates:	12
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Anyone involved in the auditing, maintaining, or supervising of the Information Security Management System (ISO 27001:2013).</li><li>Staff responsible for conducting internal audits of the Information Security Management System.</li><li>Those who want to monitor the Information Security Management System performance.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the ISMS structure and requirements of ISO 27001, equivalent or similar ISMS standards (e.g. NESA/UAE IA).</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to begin performing internal audits on information security management systems. Case studies and participatory activities are based on the ISO 27001:2013 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Basic concepts and definitions</li><li>ISO 27001 &amp; 19011 fundamentals</li><li>Auditor selection and characteristics</li><li>Performing an internal audit</li><li>Reporting the audit</li><li>Corrective action and follow-up</li></ul>					

Course Title:	Information Security Management System (ISO 27001:2013) Implementation				Course ID:	IM27
Management System:	Information Security Management System			Standard:	ISO 27001:2013	
Language:	English and/or Arabic			Duration:	2 days	
Investment per Delegate:	AED 2,000	In-house investment:	Call us now		In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>This course is ideal for anyone involved in the planning, implementing, maintaining, or supervising of an Information Security Management System (ISO 27001:2013).</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the ISMS structure and requirements of ISO 27001, equivalent or similar ISMS standards (e.g. NESA/UAE IA).</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to implement the procedures and forms based on the ISO 27001:2013 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>ISO 27001:2013 requirements</li><li>Documentation Hierarchy</li><li>Documentation levels</li><li>Roles and Responsibilities</li><li>Control of documents and records</li></ul>					

Course Title:	Information Security Management System (ISO 27001:2013) Lead Auditor				Course ID:	LA27
Management System:	Information Security Management System			Standard:	ISO 27001:2013	
Language:	English and/or Arabic			Duration:	5 days	
Investment per Delegate:	AED 5,000	In-house investment:	Call us now		In-house Max # of delegates:	10
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Information Security Management professionals interested in conducting first-party, second party, and/or third-party audits</li><li>Management Representatives</li><li>Business Units Heads</li><li>Consultants</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the ISMS structure and requirements of ISO 27001, equivalent or similar ISMS standards (e.g. NESA/UAE IA).</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>The calibre of your lead auditor is crucial to the performance of your audit team, and ultimately to the success of your Information Security Management System (ISO 27001:2013)management system. This comprehensive five-day course provides hands-on training to ensure that your lead auditor thoroughly understands the role and acquires the expertise needed to perform it effectively. Delegates completing the course will be presented with an IRCA independently accredited certificate for lead auditors</li></ul>					
Content:	<ul style="list-style-type: none"><li>Introduction to Information Security Management System (ISO 27001:2013) Audit</li><li>Planning an audit</li><li>The role of the checklists</li><li>Organizing an opening meeting</li><li>Performing an audit</li><li>Organizing a closing meeting</li><li>Recording non-conformities</li><li>Auditing reports</li><li>Evaluating corrective action</li><li>Continuing assessment</li></ul>					

Course Title:	Knowledge Management Systems (ISO 30401:2018) Awareness				Course ID:	AW30
Management System:	Knowledge Management Systems			Standard:	ISO 30401:2018	
Language:	English and/or Arabic			Duration:	2 days	
Investment per Delegate:	AED 2,000	In-house investment:	Call us now		In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Those who wish to implement Knowledge Management Systems based on (ISO 30401:2018) in their organization.</li><li>Those who will be required to have the working knowledge essential to motivate the team implementing the Knowledge Management Systems.</li><li>Those who are planning to attend higher level training courses such as internal auditor/documentation &amp; implementation/lead auditor course related to Knowledge Management.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>None</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>Comprehensive understanding and awareness of KMS Management System and the benefits of the Knowledge Management Systems (ISO 30401:2018)</li></ul>					
Content:	<ul style="list-style-type: none"><li>Introduction to KMS and ISO standards</li><li>ISO 30401:2018 requirements</li><li>Documenting Requirements of the KMS</li><li>Implementing Requirements of the KMS</li><li>Registration/certification process</li></ul>					

Course Title:	Knowledge Management Systems (ISO 30401:2018) Internal Auditor				Course ID:	IA30
Management System:	Knowledge Management Systems			Standard:	ISO 30401:2018	
Language:	English and/or Arabic			Duration:	3 days	
Investment per Delegate:	AED 2,250	In-house investment:	Call us now		In-house Max # of delegates:	12
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Anyone involved in the auditing, maintaining, or supervising of the Knowledge Management Systems (ISO 30401:2018).</li><li>Staff responsible for conducting internal audits of the Knowledge Management Systems.</li><li>Those who want to monitor the Knowledge Management Systems performance.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the KMS structure and requirements of ISO 30401, equivalent or similar Knowledge Management systems standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to begin performing internal audits on knowledge management systems. Case studies and participatory activities are based on the ISO 30401:2018 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Basic concepts and definitions</li><li>ISO 30401 &amp; 19011 fundamentals</li><li>Auditor selection and characteristics</li><li>Performing an internal audit</li><li>Reporting the audit</li><li>Corrective action and follow-up</li></ul>					

Course Title:	Knowledge Management Systems (ISO 30401:2018) Implementation				Course ID:	IM30
Management System:	Knowledge Management Systems			Standard:	ISO 30401:2018	
Language:	English and/or Arabic			Duration:	2 days	
Investment per Delegate:	AED 2,000	In-house investment:	Call us now		In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>This course is ideal for anyone involved in the planning, implementing, maintaining, or supervising of a Knowledge Management Systems (ISO 30401:2018).</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the KMS structure and requirements of ISO 30401, equivalent or similar Knowledge Management systems standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to implement the procedures and forms based on the ISO 30401:2018 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>ISO 30401:2018 requirements</li><li>Documentation Hierarchy</li><li>Documentation levels</li><li>Roles and Responsibilities</li><li>Control of documents and records</li></ul>					



Course Title:	Knowledge Management Systems (ISO 30401:2018) Lead Auditor				Course ID:	LA30
Management System:	Knowledge Management Systems			Standard:	ISO 30401:2018	
Language:	English and/or Arabic			Duration:	5 days	
Investment per Delegate:	AED 5,000	In-house investment:	Call us now		In-house Max # of delegates:	10
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Knowledge Management professionals interested in conducting first-party, second party, and/or third-party audits</li><li>Management Representatives</li><li>Business Units Heads</li><li>Consultants</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the KMS structure and requirements of ISO 30401, equivalent or similar Knowledge Management systems standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>The calibre of your lead auditor is crucial to the performance of your audit team, and ultimately to the success of your Knowledge Management Systems (ISO 30401:2018)management system. This comprehensive five-day course provides hands-on training to ensure that your lead auditor thoroughly understands the role and acquires the expertise needed to perform it effectively. Delegates completing the course will be presented with an IRCA independently accredited certificate for lead auditors</li></ul>					
Content:	<ul style="list-style-type: none"><li>Introduction to Knowledge Management Systems (ISO 30401:2018) Audit</li><li>Planning an audit</li><li>The role of the checklists</li><li>Organizing an opening meeting</li><li>Performing an audit</li><li>Organizing a closing meeting</li><li>Recording non-conformities</li><li>Auditing reports</li><li>Evaluating corrective action</li><li>Continuing assessment</li></ul>					

Course Title:	Risk Management Guideline (ISO 31000:2018) Awareness			Course ID:	AW31
Management System:	Risk Management Guideline		Standard:	ISO 31000:2018	
	Language: English and/or Arabic			Duration:	2 days
Investment per Delegate:	AED 2,000	In-house investment:	Call us now	In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions		Venue:		Online (MS Teams)
Participants:	<ul style="list-style-type: none"><li>Those who wish to implement Risk Management Guideline based on (ISO 31000:2018) in their organization.</li><li>Those who will be required to have the working knowledge essential to motivate the team implementing the Risk Management Guideline.</li><li>Those who are planning to attend higher level training courses such as internal auditor/documentation &amp; implementation/lead auditor course related to Risk Management Guideline.</li></ul>				
Pre-Requisites:	<ul style="list-style-type: none"><li>None</li></ul>				
Objectives:	<ul style="list-style-type: none"><li>Comprehensive understanding and awareness of RMS Management System and the benefits of a Risk Management System based on ISO 31000:2018.</li></ul>				
Content:	<ul style="list-style-type: none"><li>Introduction to RMS and ISO standards</li><li>ISO 31000:2018 requirements</li><li>Documenting Requirements of the RMS</li><li>Implementing Requirements of the RMS</li><li>Registration/certification process</li></ul>				

Course Title:	Risk Management Guideline (ISO 31000:2018) Internal Auditor				Course ID:	IA31
Management System:	Risk Management Guideline			Standard:	ISO 31000:2018	
Language:	English and/or Arabic			Duration:	3 days	
Investment per Delegate:	AED 2,250	In-house investment:	Call us now		In-house Max # of delegates:	12
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Anyone involved in the auditing, maintaining, or supervising of the Risk Management Guideline (ISO 31000:2018).</li><li>Staff responsible for conducting internal audits of the Risk Management Guideline.</li><li>Those who want to monitor the Risk Management Guideline performance.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the RMS structure and requirements of ISO 31000, equivalent or similar RMS standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to begin performing internal audits on risk management systems. Case studies and participatory activities are based on the 31000:2018 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Basic concepts and definitions</li><li>ISO 31000 &amp; 19011 fundamentals</li><li>Auditor selection and characteristics</li><li>Performing an internal audit</li><li>Reporting the audit</li><li>Corrective action and follow-up</li></ul>					

<b>Course Title:</b>	<b>Risk Management Guideline (ISO 31000:2018) Implementation</b>			<b>Course ID:</b>	<b>IM31</b>
<b>Management System:</b>	Risk Management Guideline		<b>Standard:</b>	ISO 31000:2018	
<b>Language:</b>	English and/or Arabic			<b>Duration:</b>	2 days
<b>Investment per Delegate:</b>	AED 2,000	<b>In-house investment:</b>	Call us now	<b>In-house Max # of delegates:</b>	20
<b>Methodology:</b>	Lectures, case studies, group exercises and discussions			<b>Venue:</b>	Online (MS Teams)
<b>Participants:</b>	<ul style="list-style-type: none"> <li>This course is ideal for anyone involved in the planning, implementing, maintaining, or supervising of a Risk Management Guideline (ISO 31000:2018).</li> </ul>				
<b>Pre-Requisites:</b>	<ul style="list-style-type: none"> <li>Familiarity with the RMS structure and requirements of ISO 31000, equivalent or similar RMS standards.</li> </ul>				
<b>Objectives:</b>	<ul style="list-style-type: none"> <li>This course has been developed to provide participants with the knowledge to implement the procedures and forms based on the ISO 31000:2018 management system standard.</li> </ul>				
<b>Content:</b>	<ul style="list-style-type: none"> <li>ISO 30401:2018 requirements</li> <li>Documentation Hierarchy</li> <li>Documentation levels</li> <li>Roles and Responsibilities</li> <li>Control of documents and records</li> </ul>				

Course Title:	Risk Management Guideline (ISO 31000:2018) Lead Auditor				Course ID:	LA31
Management System:	Risk Management Guideline			Standard:	ISO 31000:2018	
	Language: English and/or Arabic				Duration:	5 days
Investment per Delegate:	AED 5,000	In-house investment:	Call us now	In-house Max # of delegates:	10	
Methodology:	Lectures, case studies, group exercises and discussions				Venue:	Online (MS Teams)
Participants:	<ul style="list-style-type: none"><li>• Risk Management professionals interested in conducting first-party, second party, and/or third-party audits</li><li>• Management Representatives</li><li>• Business Units Heads</li><li>• Consultants</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>• Familiarity with the RMS structure and requirements of ISO 31000, equivalent or similar RMS standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>• The calibre of your lead auditor is crucial to the performance of your audit team, and ultimately to the success of your Risk Management Guideline (ISO 31000:2018)management system. This comprehensive five-day course provides hands-on training to ensure that your lead auditor thoroughly understands the role and acquires the expertise needed to perform it effectively. Delegates completing the course will be presented with an IRCA independently accredited certificate for lead auditors</li></ul>					
Content:	<ul style="list-style-type: none"><li>• Introduction to Risk Management Guideline (ISO 31000:2018) Audit</li><li>• Planning an audit</li><li>• The role of the checklists</li><li>• Organizing an opening meeting</li><li>• Performing an audit</li><li>• Organizing a closing meeting</li><li>• Recording non-conformities</li><li>• Auditing reports</li><li>• Evaluating corrective action</li><li>• Continuing assessment</li></ul>					

Course Title:	Facility Management System (ISO 41001:2018) Awareness				Course ID:	AW41
Management System:	Facility Management System			Standard:	ISO 41001:2018	
	Language: English and/or Arabic				Duration:	2 days
Investment per Delegate:	AED 2,000	In-house investment:	Call us now	In-house Max # of delegates:	20	
	Methodology: Lectures, case studies, group exercises and discussions				Venue:	Online (MS Teams)
Participants:	<ul style="list-style-type: none"><li>Those who wish to implement Facility Management System based on (ISO 41001:2018) in their organization.</li><li>Those who will be required to have the working knowledge essential to motivate the team implementing the Facility Management System.</li><li>Those who are planning to attend higher level training courses such as internal auditor/documentation &amp; implementation/lead auditor course related to Facility Management.</li></ul>					
	Pre-Requisites: <ul style="list-style-type: none"><li>None</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>Comprehensive understanding and awareness of Facility Management System and the benefits of the Facility Management System based on ISO 41001:2018</li></ul>					
	<ul style="list-style-type: none"><li>Introduction to FM and ISO standards</li><li>ISO 41001:2018 requirements</li><li>Documenting Requirements of the Facility Management System</li><li>Implementing Requirements of the Facility Management System</li><li>Registration/certification process</li></ul>					

Course Title:	Facility Management System (ISO 41001:2018) Internal Auditor				Course ID:	IA41
Management System:	Facility Management System			Standard:	ISO 41001:2018	
Language:	English and/or Arabic			Duration:	3 days	
Investment per Delegate:	AED 2,250	In-house investment:	Call us now		In-house Max # of delegates:	12
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Anyone involved in the auditing, maintaining, or supervising of the Facility Management System (ISO 41001:2018).</li><li>Staff responsible for conducting internal audits of the Facility Management System.</li><li>Those who want to monitor the Facility Management System performance.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the Facility management structure and requirements of ISO 41001, equivalent or similar FMS standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>Knowledge to implement the procedures and forms based on the ISO 41001:2018 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>ISO 41001:2018 requirements</li><li>Documentation Hierarchy</li><li>Documentation levels</li><li>Roles and Responsibilities</li><li>Control of documents and records</li></ul>					

Course Title:	Facility Management System (ISO 41001:2018) Implementation				Course ID:	IM41
Management System:	Facility Management System			Standard:	ISO 41001:2018	
Language:	English and/or Arabic			Duration:	2 days	
Investment per Delegate:	AED 2,000	In-house investment:	Call us now		In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>This course is ideal for anyone involved in the planning, implementing, maintaining, or supervising of a Facility Management System (ISO 41001:2018).</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the Facility management structure and requirements of ISO 41001, equivalent or similar FMS standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to implement the procedures and forms based on the ISO 41001:2018 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>ISO 41001:2018 requirements</li><li>Documentation Hierarchy</li><li>Documentation levels</li><li>Roles and Responsibilities</li><li>Control of documents and records</li></ul>					



Course Title:	Facility Management System (ISO 41001:2018) Lead Auditor				Course ID:	LA41
Management System:	Facility Management System			Standard:	ISO 41001:2018	
	Language: English and/or Arabic				Duration:	5 days
Investment per Delegate:	AED 5,000	In-house investment:	Call us now	In-house Max # of delegates:	10	
Methodology:	Lectures, case studies, group exercises and discussions				Venue:	Online (MS Teams)
Participants:	<ul style="list-style-type: none"><li>Facility Management professionals interested in conducting first-party, second party, and/or third-party audits</li><li>Management Representatives</li><li>Business Units Heads</li><li>Consultants</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the Facility management structure and requirements of ISO 41001, equivalent or similar FMS standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>The calibre of your lead auditor is crucial to the performance of your audit team, and ultimately to the success of your Facility Management System (ISO 41001:2018)management system. This comprehensive five-day course provides hands-on training to ensure that your lead auditor thoroughly understands the role and acquires the expertise needed to perform it effectively. Delegates completing the course will be presented with an IRCA independently accredited certificate for lead auditors</li></ul>					
Content:	<ul style="list-style-type: none"><li>Introduction to Facility Management System (ISO 41001:2018) Audit</li><li>Planning an audit</li><li>The role of the checklists</li><li>Organizing an opening meeting</li><li>Performing an audit</li><li>Organizing a closing meeting</li><li>Recording non-conformities</li><li>Auditing reports</li><li>Evaluating corrective action</li><li>Continuing assessment</li></ul>					

Course Title:	Occupational Health & Safety Management System (ISO 45001:2018) Lead Auditor				Course ID:	LA45
Management System:	Occupational Health & Safety Management System			Standard:	ISO 45001:2018	
Language:	English and/or Arabic			Duration:	5 days	
Investment per Delegate:	AED 5,000	In-house investment:	Call us now		In-house Max # of delegates:	10
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Occupational Health &amp; Safety professionals interested in conducting first-party, second party, and/or third-party audits</li><li>Management Representatives</li><li>Business Units Heads</li><li>Consultants</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the OH&amp;S structure and requirements of ISO 45001 equivalent or similar health &amp; safety standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>The calibre of your lead auditor is crucial to the performance of your audit team, and ultimately to the success of your Occupational Health &amp; Safety (ISO 45001:2018) management system. This comprehensive five-day course provides hands-on training to ensure that your lead auditor thoroughly understands the role and acquires the expertise needed to perform it effectively. Delegates completing the course will be presented with an IRCA independently accredited certificate for lead auditors</li></ul>					
Content:	<ul style="list-style-type: none"><li>Introduction to Occupational Health &amp; Safety (ISO 45001:2018) Audit</li><li>Planning an audit</li><li>The role of the checklists</li><li>Organizing an opening meeting</li><li>Performing an audit</li><li>Organizing a closing meeting</li><li>Recording non-conformities</li><li>Auditing reports</li><li>Evaluating corrective action</li><li>Continuing assessment</li></ul>					

<b>Course Title:</b>	<b>Occupational Health &amp; Safety Management System (ISO 45001:2018) Awareness</b>			<b>Course ID:</b>	<b>AW45</b>
<b>Management System:</b>	Occupational Health & Safety Management System		<b>Standard:</b>	ISO 45001:2018	
<b>Language:</b>	English and/or Arabic			<b>Duration:</b>	2 days
<b>Investment per Delegate:</b>	AED 2,000	<b>In-house investment:</b>	Call us now	<b>In-house Max # of delegates:</b>	20
<b>Methodology:</b>	Lectures, case studies, group exercises and discussions			<b>Venue:</b>	Online (MS Teams)
<b>Participants:</b>	<ul style="list-style-type: none"> <li>Those who wish to implement Occupational Health &amp; Safety based on (ISO 45001:2018) in their organization.</li> <li>Those who will be required to have the working knowledge essential to motivate the team implementing the Occupational Health &amp; Safety.</li> <li>Those who are planning to attend higher level training courses such as internal auditor/documentation &amp; implementation/lead auditor course related to Occupational Health &amp; Safety.</li> </ul>				
<b>Pre-Requisites:</b>	<ul style="list-style-type: none"> <li>None</li> </ul>				
<b>Objectives:</b>	<ul style="list-style-type: none"> <li>Comprehensive understanding and awareness of Occupational Health &amp; Safety Management System and the benefits of OH&amp;S System based on ISO 45001:2018.</li> </ul>				
<b>Content:</b>	<ul style="list-style-type: none"> <li>Introduction to OH&amp;S and ISO standards</li> <li>ISO 45001:2018 requirements</li> <li>Documenting Requirements of the OH&amp;SMS</li> <li>Implementing Requirements of the OH&amp;SMS</li> <li>Registration/certification process</li> </ul>				

Course Title:	Occupational Health and Safety Management System (ISO 45001:2018) Internal Auditor				Course ID:	IA45
Management System:	Occupational Health and Safety Management System			Standard:	ISO 45001:2018	
Language:	English and/or Arabic			Duration:	3 days	
Investment per Delegate:	AED 2,250	In-house investment:	Call us now		In-house Max # of delegates:	12
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Anyone involved in the auditing, maintaining, or supervising of the Occupational Health &amp; Safety (ISO 45001:2018) .</li><li>Staff responsible for conducting internal audits of the Occupational Health &amp; Safety.</li><li>Those who want to monitor the Occupational Health &amp; Safety performance.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the OH&amp;S structure and requirements of ISO 45001 equivalent or similar health &amp; safety standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to begin performing internal audits on occupational health and safety management systems. Case studies and participatory activities are based on the 45001:2018 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Basic concepts and definitions</li><li>ISO 45001 &amp; 19011 fundamentals</li><li>Auditor selection and characteristics</li><li>Performing an internal audit</li><li>Reporting the audit</li><li>Corrective action and follow-up</li></ul>					

Course Title:	Occupational Health and Safety Management System (ISO 45001:2018) Implementation				Course ID:	IM45
Management System:	Occupational Health and Safety Management System			Standard:	ISO 45001:2018	
Language:	English and/or Arabic			Duration:	2 days	
Investment per Delegate:	AED 2,000	In-house investment:	Call us now		In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>This course is ideal for anyone involved in the planning, implementing, maintaining, or supervising of an Occupational Health &amp; Safety (ISO 45001:2018) .</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the OH&amp;S structure and requirements of ISO 45001 equivalent or similar health &amp; safety standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to implement the procedures and forms based on the ISO 45001:2018 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>ISO 45001:2018 requirements</li><li>Documentation Hierarchy</li><li>Documentation levels</li><li>Roles and Responsibilities</li><li>Control of documents and records</li></ul>					

Course Title:	Energy management Systems (ISO 50001:2018) Awareness				Course ID:	AW50
Management System:	Energy management Systems			Standard:	ISO 50001:2018	
	Language: English and/or Arabic				Duration:	2 days
Investment per Delegate:	AED 2,000	In-house investment:	Call us now	In-house Max # of delegates:	20	
Methodology:	Lectures, case studies, group exercises and discussions				Venue:	Online (MS Teams)
Participants:	<ul style="list-style-type: none"><li>Those who wish to implement Energy management Systems based on (ISO 50001:2018) in their organization.</li><li>Those who will be required to have the working knowledge essential to motivate the team implementing the Energy management Systems.</li><li>Those who are planning to attend higher level training courses such as internal auditor/documentation &amp; implementation/lead auditor course related to Energy management.</li></ul>					
	Pre-Requisites: <ul style="list-style-type: none"><li>None</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>Comprehensive understanding and awareness of Energy management Systems and the benefits of EMS based on ISO 50001:2018.</li></ul>					
	<ul style="list-style-type: none"><li>Introduction to EMS and ISO standards</li><li>ISO 50001:2018 requirements</li><li>Documenting Requirements of the EMS</li><li>Implementing Requirements of the EMS</li><li>Registration/certification process</li></ul>					

Course Title:	Energy Management Systems (ISO 50001:2018) Internal Auditor				Course ID:	IA50
Management System:	Energy Management Systems			Standard:	ISO 50001:2018	
Language:	English and/or Arabic			Duration:	3 days	
Investment per Delegate:	AED 2,250	In-house investment:	Call us now		In-house Max # of delegates:	12
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Anyone involved in the auditing, maintaining, or supervising of the Energy management Systems (ISO 50001:2018).</li><li>Staff responsible for conducting internal audits of the Energy management Systems.</li><li>Those who want to monitor the Energy management Systems performance.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the energy management systems structure and requirements of ISO 50001 equivalent or similar energy management systems standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to begin performing internal audits on energy management systems. Case studies and participatory activities are based on the 45001:2018 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Basic concepts and definitions</li><li>ISO 50001 &amp; 19011 fundamentals</li><li>Auditor selection and characteristics</li><li>Performing an internal audit</li><li>Reporting the audit</li><li>Corrective action and follow-up</li><li></li></ul>					

Course Title:	Energy management Systems (ISO 50001:2018) Implementation				Course ID:	IM50
Management System:	Energy management Systems			Standard:	ISO 50001:2018	
Language:	English and/or Arabic			Duration:	2 days	
Investment per Delegate:	AED 2,000	In-house investment:	Call us now		In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>This course is ideal for anyone involved in the planning, implementing, maintaining, or supervising of an Energy management Systems (ISO 50001:2018).</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the energy management systems structure and requirements of ISO 50001 equivalent or similar energy management systems standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to implement the procedures and forms based on the ISO 50001:2018 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>ISO 50001:2018 requirements</li><li>Documentation Hierarchy</li><li>Documentation levels</li><li>Roles and Responsibilities</li><li>Control of documents and records</li></ul>					



Course Title:	Energy management Systems (ISO 50001:2018) Lead Auditor			Course ID:	LA50
Management System:	Energy management Systems		Standard:	ISO 50001:2018	
	Language: English and/or Arabic			Duration:	5 days
Investment per Delegate:	AED 5,000	In-house investment:	Call us now	In-house Max # of delegates:	10
Methodology:	Lectures, case studies, group exercises and discussions		Venue:		
Participants:	<ul style="list-style-type: none"><li>• Energy management professionals interested in conducting first-party, second party, and/or third-party audits</li><li>• Management Representatives</li><li>• Business Units Heads</li><li>• Consultants</li></ul>				
Pre-Requisites:	<ul style="list-style-type: none"><li>• Familiarity with the energy management systems structure and requirements of ISO 50001 equivalent or similar energy management systems standards.</li></ul>				
Objectives:	<ul style="list-style-type: none"><li>• The calibre of your lead auditor is crucial to the performance of your audit team, and ultimately to the success of your Energy management Systems (ISO 50001:2018)management system. This comprehensive five-day course provides hands-on training to ensure that your lead auditor thoroughly understands the role and acquires the expertise needed to perform it effectively. Delegates completing the course will be presented with an IRCA independently accredited certificate for lead auditors</li></ul>				
Content:	<ul style="list-style-type: none"><li>• Introduction to Energy management Systems (ISO 50001:2018) Audit</li><li>• Planning an audit</li><li>• The role of the checklists</li><li>• Organizing an opening meeting</li><li>• Performing an audit</li><li>• Organizing a closing meeting</li><li>• Recording non-conformities</li><li>• Auditing reports</li><li>• Evaluating corrective action</li><li>• Continuing assessment</li></ul>				

Course Title:	Asset Management Systems (ISO 55001:2014) Awareness			Course ID:	AW55
Management System:	Asset Management Systems		Standard:	ISO 55001:2014	
	Language: English and/or Arabic			Duration:	2 days
Investment per Delegate:	AED 2,000	In-house investment:	Call us now	In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions		Venue:		
Participants:	<ul style="list-style-type: none"><li>Those who wish to implement Asset Management Systems based on (ISO 55001:2014) in their organization.</li><li>Those who will be required to have the working knowledge essential to motivate the team implementing the Asset Management Systems.</li><li>Those who are planning to attend higher level training courses such as internal auditor/documentation &amp; implementation/lead auditor course related to Asset Management.</li></ul>				
Pre-Requisites:	<ul style="list-style-type: none"><li>None</li></ul>				
Objectives:	<ul style="list-style-type: none"><li>Comprehensive understanding and awareness of Asset Management System and the benefits of AMS System based on ISO 55001:2014.</li></ul>				
Content:	<ul style="list-style-type: none"><li>Introduction to AMS and ISO standards</li><li>ISO 55001:2014 requirements</li><li>Documenting Requirements of the AMS</li><li>Implementing Requirements of the AMS</li><li>Registration/certification process</li></ul>				

Course Title:	Asset Management Systems (ISO 55001:2014) Internal Auditor				Course ID:	IA55
Management System:	Asset Management Systems			Standard:	ISO 55001:2014	
Language:	English and/or Arabic			Duration:	3 days	
Investment per Delegate:	AED 2,250	In-house investment:	Call us now		In-house Max # of delegates:	12
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Anyone involved in the auditing, maintaining, or supervising of the Asset Management Systems (ISO 55001:2014).</li><li>Staff responsible for conducting internal audits of the Asset Management Systems.</li><li>Those who want to monitor the Asset Management Systems performance.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the asset management systems structure and requirements of ISO 55001 equivalent or similar asset management systems standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to begin performing internal audits on asset management systems. Case studies and participatory activities are based on the ISO 55001:2014 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Basic concepts and definitions</li><li>ISO 55001 &amp; 19011 fundamentals</li><li>Auditor selection and characteristics</li><li>Performing an internal audit</li><li>Reporting the audit</li><li>Corrective action and follow-up</li></ul>					

Course Title:	Asset Management Systems (ISO 55001:2014) Implementation				Course ID:	IM55
Management System:	Asset Management Systems			Standard:	ISO 55001:2014	
Language:	English and/or Arabic			Duration:	2 days	
Investment per Delegate:	AED 2,000	In-house investment:	Call us now		In-house Max # of delegates:	20
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>This course is ideal for anyone involved in the planning, implementing, maintaining, or supervising of an Asset Management Systems (ISO 55001:2014).</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the asset management systems structure and requirements of ISO 55001 equivalent or similar asset management systems standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to implement the procedures and forms based on the ISO 55001:2014 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>ISO 55001:2014 requirements</li><li>Documentation Hierarchy</li><li>Documentation levels</li><li>Roles and Responsibilities</li><li>Control of documents and records</li></ul>					

Course Title:	Asset Management Systems (ISO 55001:2014) Lead Auditor			Course ID:	LA55
Management System:	Asset Management Systems		Standard:	ISO 55001:2014	
	Language: English and/or Arabic			Duration:	5 days
Investment per Delegate:	AED 5,000	In-house investment:	Call us now	In-house Max # of delegates:	10
Methodology:	Lectures, case studies, group exercises and discussions		Venue:		
Participants:	<ul style="list-style-type: none"><li>Asset Management professionals interested in conducting first-party, second party, and/or third-party audits</li><li>Management Representatives</li><li>Business Units Heads</li><li>Consultants</li></ul>				
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the asset management systems structure and requirements of ISO 55001 equivalent or similar asset management systems standards.</li></ul>				
Objectives:	<ul style="list-style-type: none"><li>The calibre of your lead auditor is crucial to the performance of your audit team, and ultimately to the success of your Asset Management Systems (ISO 55001:2014)management system. This comprehensive five-day course provides hands-on training to ensure that your lead auditor thoroughly understands the role and acquires the expertise needed to perform it effectively. Delegates completing the course will be presented with an IRCA independently accredited certificate for lead auditors</li></ul>				
Content:	<ul style="list-style-type: none"><li>Introduction to Asset Management Systems (ISO 55001:2014) Audit</li><li>Planning an audit</li><li>The role of the checklists</li><li>Organizing an opening meeting</li><li>Performing an audit</li><li>Organizing a closing meeting</li><li>Recording non-conformities</li><li>Auditing reports</li><li>Evaluating corrective action</li><li>Continuing assessment</li></ul>				

<b>Course Title:</b>	<b>Innovation Management Systems (ISO 56000:2020) Awareness</b>			<b>Course ID:</b>	<b>AW56</b>
<b>Management System:</b>	Innovation Management Systems		<b>Standard:</b>	ISO 56000:2020	
<b>Language:</b>	English and/or Arabic			<b>Duration:</b>	2 days
<b>Investment per Delegate:</b>	AED 2,000	<b>In-house investment:</b>	Call us now	<b>In-house Max # of delegates:</b>	20
<b>Methodology:</b>	Lectures, case studies, group exercises and discussions			<b>Venue:</b>	Online (MS Teams)
<b>Participants:</b>	<ul style="list-style-type: none"> <li>Those who wish to implement Innovation Management Systems based on (ISO 56000:2020) in their organization.</li> <li>Those who will be required to have the working knowledge essential to motivate the team implementing the Innovation Management Systems.</li> <li>Those who are planning to attend higher level training courses such as internal auditor/documentation &amp; implementation/lead auditor course related to Innovation Management.</li> </ul>				
<b>Pre-Requisites:</b>	<ul style="list-style-type: none"> <li>None</li> </ul>				
<b>Objectives:</b>	<ul style="list-style-type: none"> <li>Comprehensive understanding and awareness of Innovation Management Systems and the benefits of Innovation Management Systems based on ISO 56000:2020.</li> </ul>				
<b>Content:</b>	<ul style="list-style-type: none"> <li>Introduction to Innovation Management Systems and ISO standards</li> <li>ISO 56000:2020 requirements</li> <li>Documenting Requirements of the Innovation Management Systems</li> <li>Implementing Requirements of the Innovation Management Systems</li> <li>Registration/certification process</li> </ul>				

Course Title:	Innovation Management Systems (ISO 56000:2020) Internal Auditor				Course ID:	IA56
Management System:	Innovation Management Systems			Standard:	ISO 56000:2020	
Language:	English and/or Arabic			Duration:	3 days	
Investment per Delegate:	AED 2,250	In-house investment:	Call us now		In-house Max # of delegates:	12
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Anyone involved in the auditing, maintaining, or supervising of the Innovation Management Systems (ISO 56000:2020).</li><li>Staff responsible for conducting internal audits of the Innovation Management Systems.</li><li>Those who want to monitor the Innovation Management Systems performance.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the innovation management systems structure and requirements of ISO 56000 equivalent or similar innovation management systems standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to begin performing internal audits on innovation management systems. Case studies and participatory activities are based on the ISO 56000:2020 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Basic concepts and definitions</li><li>ISO 56000 &amp; 19011 fundamentals</li><li>Auditor selection and characteristics</li><li>Performing an internal audit</li><li>Reporting the audit</li><li>Corrective action and follow-up</li></ul>					

<b>Course Title:</b>	<b>Innovation Management Systems (ISO 56000:2020) Implementation</b>			<b>Course ID:</b>	<b>IM56</b>
<b>Management System:</b>	Innovation Management Systems		<b>Standard:</b>	ISO 56000:2020	
<b>Language:</b>	English and/or Arabic			<b>Duration:</b>	2 days
<b>Investment per Delegate:</b>	AED 2,000	<b>In-house investment:</b>	Call us now	<b>In-house Max # of delegates:</b>	20
<b>Methodology:</b>	Lectures, case studies, group exercises and discussions			<b>Venue:</b>	Online (MS Teams)
<b>Participants:</b>	<ul style="list-style-type: none"> <li>This course is ideal for anyone involved in the planning, implementing, maintaining, or supervising of an Innovation Management Systems (ISO 56000:2020).</li> </ul>				
<b>Pre-Requisites:</b>	<ul style="list-style-type: none"> <li>Familiarity with the innovation management systems structure and requirements of ISO 56000 equivalent or similar innovation management systems standards.</li> </ul>				
<b>Objectives:</b>	<ul style="list-style-type: none"> <li>This course has been developed to provide participants with the knowledge to implement the procedures and forms based on the ISO 56000:2020 management system standard.</li> </ul>				
<b>Content:</b>	<ul style="list-style-type: none"> <li>ISO 56000:2020 requirements</li> <li>Documentation Hierarchy</li> <li>Documentation levels</li> <li>Roles and Responsibilities</li> <li>Control of documents and records</li> </ul>				



Course Title:	Innovation Management Systems (ISO 56000:2020) Lead Auditor				Course ID:	LA56
Management System:	Innovation Management Systems			Standard:	ISO 56000:2020	
Language:	English and/or Arabic			Duration:	5 days	
Investment per Delegate:	AED 5,000	In-house investment:	Call us now		In-house Max # of delegates:	10
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>• Innovation Management professionals interested in conducting first-party, second party, and/or third-party audits</li><li>• Management Representatives</li><li>• Business Units Heads</li><li>• Consultants</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>• Familiarity with the innovation management systems structure and requirements of ISO 56000 equivalent or similar innovation management systems standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>• The calibre of your lead auditor is crucial to the performance of your audit team, and ultimately to the success of your Innovation Management Systemsmanagement system. This comprehensive five-day course provides hands-on training to ensure that your lead auditor thoroughly understands the role and acquires the expertise needed to perform it effectively. Delegates completing the course will be presented with an IRCA independently accredited certificate for lead auditors</li></ul>					
Content:	<ul style="list-style-type: none"><li>• Introduction to Innovation Management Systems Audit</li><li>• Planning an audit</li><li>• The role of the checklists</li><li>• Organizing an opening meeting</li><li>• Performing an audit</li><li>• Organizing a closing meeting</li><li>• Recording non-conformities</li><li>• Auditing reports</li><li>• Evaluating corrective action</li><li>• Continuing assessment</li></ul>					

Course Title:	Integrated Management Systems (PAS 99:2012) Awareness				Course ID:	AW99
Management System:	Integrated Management Systems			Standard:	PAS 99:2012	
	Language: English and/or Arabic				Duration:	2 days
Investment per Delegate:	AED 1,500	In-house investment:	Call us now	In-house Max # of delegates:	20	
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Those who wish to implement Integrated Management Systems based on (PAS 99:2012) in their organization.</li><li>Those who will be required to have the working knowledge essential to motivate the team implementing the Integrated Management Systems.</li><li>Those who are planning to attend higher level training courses such as internal auditor/documentation &amp; implementation/lead auditor course related to Integrated Management.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>None</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>Comprehensive understanding and awareness of Integrated Management Systems and the benefits of IMS based on PAS 99:2012.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Introduction to IMS and ISO standards</li><li>PAS 99:2012 requirements</li><li>Documenting Requirements of the IMS</li><li>Implementing Requirements of the IMS</li><li>Registration/certification process</li></ul>					

Course Title:	Integrated Management Systems (PAS 99:2012) Internal Auditor				Course ID:	IA99
Management System:	Integrated Management Systems			Standard:	PAS 99:2012	
Language:	English and/or Arabic			Duration:	3 days	
Investment per Delegate:	AED 2,250	In-house investment:	Call us now		In-house Max # of delegates:	12
Methodology:	Lectures, case studies, group exercises and discussions			Venue:	Online (MS Teams)	
Participants:	<ul style="list-style-type: none"><li>Anyone involved in the auditing, maintaining, or supervising of the Integrated Management Systems (PAS 99:2012).</li><li>Staff responsible for conducting internal audits of the Integrated Management Systems.</li><li>Those who want to monitor the Integrated Management Systems performance.</li></ul>					
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the integrated management system structure and requirements of PAS 99, equivalent or similar integrated management system standards.</li></ul>					
Objectives:	<ul style="list-style-type: none"><li>This course has been developed to provide participants with the knowledge to begin performing internal audits on integrated management systems. Case studies and participatory activities are based on the PAS 99:2012 management system standard.</li></ul>					
Content:	<ul style="list-style-type: none"><li>Basic concepts and definitions</li><li>PAS 99 &amp; 19011 fundamentals</li><li>Auditor selection and characteristics</li><li>Performing an internal audit</li><li>Reporting the audit</li><li>Corrective action and follow-up</li></ul>					

<b>Course Title:</b>	<b>Integrated Management Systems (PAS 99:2012) Implementation</b>			<b>Course ID:</b>	<b>IM99</b>
<b>Management System:</b>	Integrated Management Systems		<b>Standard:</b>	PAS 99:2012	
<b>Language:</b>	English and/or Arabic			<b>Duration:</b>	2 days
<b>Investment per Delegate:</b>	AED 2,000	<b>In-house investment:</b>	Call us now	<b>In-house Max # of delegates:</b>	20
<b>Methodology:</b>	Lectures, case studies, group exercises and discussions			<b>Venue:</b>	Online (MS Teams)
<b>Participants:</b>	<ul style="list-style-type: none"> <li>This course is ideal for anyone involved in the planning, implementing, maintaining, or supervising of an Integrated Management Systems (PAS 99:2012).</li> </ul>				
<b>Pre-Requisites:</b>	<ul style="list-style-type: none"> <li>Familiarity with the integrated management system structure and requirements of PAS 99, equivalent or similar integrated management system standards.</li> </ul>				
<b>Objectives:</b>	<ul style="list-style-type: none"> <li>This course has been developed to provide participants with the knowledge to implement the procedures and forms based on the PAS 99:2012 management system standard.</li> </ul>				
<b>Content:</b>	<ul style="list-style-type: none"> <li>PAS 99:2012 requirements</li> <li>Documentation Hierarchy</li> <li>Documentation levels</li> <li>Roles and Responsibilities</li> <li>Control of documents and records</li> </ul>				

Course Title:	Integrated Management Systems (PAS 99:2012) Lead Auditor			Course ID:	LA99
Management System:	Integrated Management Systems		Standard:	PAS 99:2012	
	Language: English and/or Arabic			Duration:	5 days
Investment per Delegate:	AED 5,000	In-house investment:	Call us now	In-house Max # of delegates:	10
Methodology:	Lectures, case studies, group exercises and discussions		Venue:		
Participants:	<ul style="list-style-type: none"><li>Integrated Management professionals interested in conducting first-party, second party, and/or third-party audits</li><li>Management Representatives</li><li>Business Units Heads</li><li>Consultants</li></ul>				
Pre-Requisites:	<ul style="list-style-type: none"><li>Familiarity with the integrated management system structure and requirements of PAS 99, equivalent or similar integrated management system standards.</li></ul>				
Objectives:	<ul style="list-style-type: none"><li>The calibre of your lead auditor is crucial to the performance of your audit team, and ultimately to the success of your Integrated Management Systems (PAS 99:2012)management system. This comprehensive five-day course provides hands-on training to ensure that your lead auditor thoroughly understands the role and acquires the expertise needed to perform it effectively. Delegates completing the course will be presented with an IRCA independently accredited certificate for lead auditors</li></ul>				
Content:	<ul style="list-style-type: none"><li>Introduction to Integrated Management Systems (PAS 99:2012) Audit</li><li>Planning an audit</li><li>The role of the checklists</li><li>Organizing an opening meeting</li><li>Performing an audit</li><li>Organizing a closing meeting</li><li>Recording non-conformities</li><li>Auditing reports</li><li>Evaluating corrective action</li><li>Continuing assessment</li></ul>				