



## THE BEST QUALITY TRAINING

## BY THE BEST QUALITY PEOPLE

ISO. Ver 4: Oct 09

# ISO 9001 Management Systems

**Gain a sound understanding of all the principles of the ISO 9001 standard, what they mean, why they exist and how they are applied.**

If you are just starting out as a management system practitioner, or require an introductory course for understanding basic quality management principles, this workshop is the ideal starter.

This two day course covers in detail the clauses of ISO 9001. It provides a valuable guide to developing and auditing an ISO 9001 system. You will have the opportunity to apply the standard to your own organisation.

### Learning Outcomes

At the end of this course, you will:

- Know more about the standard, including its origin and philosophy.
- Know how to interpret the standard and relate each principle to your workplace
- Know about ISO 9001 and how to use it to support ISO 9001.
- Know how to use the ISO 9001 standard as a practical tool for improved business management.

### Presenter

Experienced Telarc SAI Limited assessors and New Zealand Quality College trainers who have a wealth of experience and knowledge in this field present this course.

### Please note

The number of participants for each course is restricted to ensure a trainer / student ratio that will facilitate effective training outcomes.

### Participating in a course

It's very easy to take part. You can make a provisional booking by phoning 0800 9000 99 or emailing us at [info@nzqc.co.nz](mailto:info@nzqc.co.nz).

To confirm your place, just send us a completed registration form either with full payment or a purchase order. As soon as we receive your registration form (preferably no later than four weeks before the course), we'll send you a confirmation letter with full details.

### Course fees include

- Tuition
- Morning tea, lunch and afternoon tea (depending on course times)
- All course notes and take-home reference materials

### Duration & Prices

Two day course \$1045 +gst

*Book one month in advance to receive the early bird price of \$875 +gst*

### Dates & Locations

Auckland	1-2 December 2009
	27-28 April 2010
	14-15 September 2010

Wellington	31 May-1 June 2010
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Christchurch	15-16 June 2010
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# NZQC COURSE REGISTRATION FORM



Name of Course ISO 9001 Management Systems

Date \_\_\_\_\_ Location \_\_\_\_\_

## REGISTRANT INFORMATION

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Position/Title \_\_\_\_\_

Email \_\_\_\_\_

Company Name \_\_\_\_\_

Postal Address \_\_\_\_\_ Postcode \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

## APPROVING MANAGER

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Position/Title \_\_\_\_\_

Email \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

## BOOKING

Purchase Order \_\_\_\_\_

Booking Contact Name \_\_\_\_\_

Invoice Address (if different to above) \_\_\_\_\_

*Please read the terms and conditions below before posting your registration for this course.*

## METHOD OF PAYMENT

*Payment for the course must be received by NZQC prior to course commencement date unless another arrangement has been agreed with NZQC.*

Pay By Cheque

Please make cheque payable to:  
New Zealand Quality College  
Private Bag 28908, Remuera  
Auckland 1541

Pay by Credit Card

Currently we accept VISA and MASTERCARD

VISA       MASTERCARD

Card Number \_\_\_\_\_

Expiry Date \_\_\_\_\_

Cardholder's Name \_\_\_\_\_

Signature \_\_\_\_\_

Payment Amount: \$ _____ (+ GST)
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## TERMS AND CONDITIONS

### Amendment, Alteration and Cancellation

We reserve the right to amend, alter or withdraw any of the information in this brochure or on any course being offered should circumstances dictate. If we cancel, we will notify registrants as early as possible to minimise any inconvenience. Please check with us before booking any travel or accommodation connected with your course registration.

### Unable to attend

We understand that priorities change and you may not be able to attend the course you have registered for. When this arises, the following terms may apply:

- If you advise us of the registrant's non-attendance 14 days or more before the course starts, you will be issued with a full refund.
- Should we receive cancellation less than 14 days before the course starts, we will refund 50% of the course fee.
- If we receive cancellation on the day of the course or the registrant does not attend, no refund will be made.

### Transfers

You may transfer to another date and/or location for the course you have registered for up to 14 days prior to the course commencing at no additional cost. If we receive a transfer request within 14 days of the course, a 10% transfer fee will apply. Transfers on the day of the course will be treated as cancellation.