



Environmental Health & Safety Auditor Training

<p><b>Environmental Management Systems Auditor (AE01).</b> This five day program covers the latest tools and techniques to audit against ISO 14001:2004. Successful completion of the course satisfies knowledge requirements for registration with RABQSA, IRCA and IEMA environment auditor registration schemes.</p>	Brisbane Sydney Melbourne	Jan	Feb	Mar 10-14	Apr 7-11 14-18	May	Jun 16-20	Jul	Aug	Sep 15-18	Oct 13-17 20-24	Nov	Dec 8-12
<p><b>Occupational Health &amp; Safety Auditor (AOH1).</b> This four day auditor training is designed for people who seek to audit against the requirements of AS 4801:2001 and OHSAS 18001:2007. Successful completion of the course satisfies knowledge requirements for registration with RABQSA and IRCA OHS auditor registration schemes.</p>	Brisbane Sydney Melbourne	Jan	Feb 25-28	Mar	Apr	May 19-22 12-15 12-15	Jun	Jul	Aug 18-21	Sep	Oct	Nov 10-13	Dec
<p><b>Integrated Environment, Health &amp; Safety Auditor (EHS01)</b> While addressing the audit requirements for both Environmental and Health and Safety management systems, this five day course is based on an integrated audit protocol aimed at organisations with integrated EHS Management Systems. Successful completion of the course satisfies knowledge requirements for registration with RABQSA, IRCA and IEMA Environmental and OHS auditor registration schemes.</p>	Brisbane Sydney Melbourne	Jan	Feb	Mar 3-7	Apr 21-25	May 5-9	Jun 23-27	Jul	Aug	Sep 8-12 1-5 15-19	Oct	Nov 17-21	Dec
<p><b>Environment, Health &amp; Safety Internal Auditor (EHS02).</b> This three day course covers internal audit requirements for both Environmental and Health and Safety management systems. Successful completion of the course satisfies RABQSA's core auditing competency.</p>	Brisbane Sydney Melbourne	Jan	Feb	Mar 17-19 26-28	Apr 28-30	May	Jun 16-18	Jul	Aug 25-27 18-20	Sep	Oct	Nov 10-12	Dec

**In-house courses offered. Public courses offered in Brisbane, Sydney, Melbourne, Adelaide and New Zealand. Please visit [www.S3G.com.au](http://www.S3G.com.au)**

Health and Aged Care

<p><b>Aged Care Quality Assessment (AA01).</b> This Agency approved program is the only Aged Care Assessor training delivered by an independent organisation for the training of aged care quality assessors for RABQSA registration. It is also a great five day course for key personnel to understand what the Accreditation Standards, audits and accreditation is all about.</p>	Brisbane Sydney Melbourne Adelaide Perth	Jan	Feb 18-22	Mar 10-14 3-7	Apr 7-11	May 12-16 19-23 5-9	Jun 23-27	Jul 14-18	Aug	Sep	Oct - TBA -	Nov	Dec
<p><b>Aged Care Internal Auditor (AA03).</b> This three day course provides the latest information on internal audit/review techniques. Internal audits are one of the best programs residential aged care service providers can undertake to ensure systems compliance and provide opportunities for continuous improvement. This two day course will give providers the confidence that systems are in place and functional everyday in today's regime of unannounced visits.</p>	Brisbane Sydney Melbourne Warwick Rockhampton Sunshine Coast	Jan	Feb 27-29	Mar 10-12 3-5	Apr 21-23	May 26-28 19-21 6-8	Jun 23-25 16-18	Jul 14-16	Aug	Sep	Oct - TBA -	Nov	Dec
<p><b>Monitoring Systems - Taking Control (MA09)</b> Systems related work takes time away from resident care and adds to cost. Therefore, it is crucial that informed decisions are made about what monitoring systems you have to have in place versus what you choose to have in place. On completion of this two day course you will know how to evaluate whether you are achieving quality outcomes or not.</p>	Brisbane Gold Coast Sunshine Coast	Jan	Feb	Mar 17-18	Apr	May 29-30	Jun 19-20	Jul	Aug	Sep	Oct - TBA -	Nov	Dec
<p><b>Retaining and Developing your staff (MA10)</b> Good loyal staff are hard to come by, so we need to have measures in place to encourage them to stay. This two day course provides loads of practical guidance to supervisors and managers in the management of staff.</p>	Brisbane	Jan	Feb	Mar 19-20	Apr	May	Jun	Jul	Aug	Sep	Oct - TBA -	Nov	Dec

**Ask us for a tailor-made, in house course!**

Quality Auditor

<p><b>Quality Management System Auditor (AQ01)</b> This interactive four day program covers all aspects of auditing against ISO 9001:2000. The content extends far beyond mere compliance auditing, and focuses on system improvement audit techniques. Successful completion of the course provides a pathway for registration with the RABQSA and IRCA schemes.</p>	Brisbane Sydney Melbourne	Jan	Feb 4-7	Mar	Apr 1-4	May 5-8 12-15	Jun 23-26	Jul	Aug 25-28	Sep	Oct 27-30 13-16 20-23	Nov	Dec 1-5
<p><b>Quality Management System Internal Auditor (AQ02)</b> This two day foundation course is ideally suited to people wishing to conduct audits on their own quality management systems. Successful completion of the course satisfies the RABQSA core auditing audit competency.</p>	Brisbane Sydney Melbourne	Jan 21-22	Feb	Mar 17-18	Apr 14-15	May 7-8 12-13	Jun	Jul 7-8	Aug	Sep 8-9	Oct	Nov 10-11	Dec
<p><b>Laboratory Quality Management System Auditor (ALQ01)</b> This four day course will enable your team to implement auditing systems to ensure compliance and will identify system improvements. Audit techniques are specific to a laboratory environment. Completion of this course provides a pathway for registration with the RABQSA and IRCA schemes.</p>	Brisbane Sydney Melbourne	Jan	Feb 4-7	Mar	Apr 1-4	May 5-8 12-15	Jun 23-26	Jul	Aug 25-28	Sep	Oct 27-30 13-17 20-23	Nov	Dec 1-5



Food Safety Auditor Training

**Food Safety Management Systems Auditor (AFS01)**

Successful completion of this four day program equips participants to audit a wide range of Food Safety Management Systems, including those based on HACCP, ISO 9001 and ISO 22000. Successful completion of the course provides a pathway for registration with the RABQSA and IRCA schemes.

**\$1,980 (incl. GST)**

Brisbane  
Sydney  
Melbourne  
New Zealand

Jan	Feb	Mar 3-6	Apr	May 26-29	Jun	Jul 28-31 7-10	Aug	Sep 22-25	Oct	Nov 24-27	Dec
	11-14		14-17	5-8	9-12		11-14	15-18			

**Food Safety Management Systems Internal Auditor (AFS02)**

This practical two day program demystifies Food Safety Auditing and covers ISO 22000. Successful completion of the course satisfies the RABQSA core auditing audit competency.

**\$825 (incl. GST)**

Brisbane  
Sydney  
Melbourne

Jan	Feb 18-19	Mar	Apr	May	Jun 2-3 2-3	Jul	Aug 4-5	Sep	Oct 8-9	Nov	Dec 8-9
				21-22							

Please visit [www.S3G.com.au](http://www.S3G.com.au) for individual course synopses.

**10 Month Mentor Program** NEW

**Strategic Planning (OE1)**

During this one day program, participants are guided in the development and or review and implementation of their own master-plan to success.

Brisbane

Jan	Feb	Mar 7	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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**Process Analysis and Review (OE2)**

All activities comprise of a series of one or more processes. This one day course outlines the key techniques involved in process analysis and review with the aim of mapping and enhancing organisational processes.

Brisbane

Jan	Feb	Mar	Apr 18	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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**Customer Service (OE3)**

Excellence in customer service is all about innovation. This one day program inspires participants to unleash their creativity and deliver more than their customers ever expected.

Brisbane

Jan	Feb	Mar	Apr	May 9	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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**Continual Improvement (OE4)**

Continual improvement is the engine-room of all successful businesses. This one day program explores the practical techniques used by those companies that always *stay ahead of the rest*.

Brisbane

Jan	Feb	Mar	Apr	May	Jun 6	Jul	Aug	Sep	Oct	Nov	Dec
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**Human Resources (OE5)**

Competent and enthusiastic staff often make or break an organisation. This one day course teaches basics of establishing, monitoring and empowering staff roles and responsibilities within your organisation.

Brisbane

Jan	Feb	Mar	Apr	May	Jun	Jul 11	Aug	Sep	Oct	Nov	Dec
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**Marketing (OE6)**

You could be the best, but if your customers don't know who you are, or what you do, it is not going to help your organisation sustain or shine. This one day course teaches the strategies in marketing necessary to lift the profile, profitability and effectiveness of your organisation.

Brisbane

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug 8	Sep	Oct	Nov	Dec
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**Communication (OE7)**

A message sent is not always a message understood. This one day course outlines key approaches to establishing and sustaining effective internal and external communication within an organisation.

Brisbane

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep 12	Oct	Nov	Dec
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**Change Management (OE8)**

Change is like bereavement. It needs a thoughtful and considered approach. This one day course outlines the issues involved and strategies available to manage change *effectively* in organisations.

Brisbane

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct 17	Nov	Dec
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**Project Management (OE9)**

This one day course equips participants with the knowledge, tools and confidence to successfully plan and manage a project. The course is particularly relevant to anyone with project responsibilities.

Brisbane

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov 12	Dec
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**Productivity and Efficiency (OE10)**

Using the same resources to do more or doing the same with less resources are great ways to capture management attention. This one day course shows you how.

Brisbane

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec 12
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\* Ask about our \$1,000 Mentoree Subsidy.

Fee (10 Months) \$5,500 (inc. GST) OR \$495 individual modules.