



KNOWLEDGE



TRANSFORMATION



SKILLS



RETENTION



FURTHER EXCELLENCE



BEHAVIOUR



ENHANCED PERFORMANCE



EXPERTISE



ABILITY

HOW CAN YOU AND YOUR BUSINESS GET THE RIGHT **TRAINING TO CONTINUOUSLY DEVELOP?**

SGS LANKA PVT LTD
LEARNING AND DEVELOPMENT SOLUTIONS
JANUARY – JUNE 2018

SGS TRAINING COURSES

COURSE OVERVIEW FOR THE SRI LANKA

In today's fast moving market sectors, keeping up-to-date with industry best practice, technical standards and current legal and regulatory compliance expectations throughout your value chain is an integral part of professional development. As is ensuring you and your team have the skills to achieve your goals effectively. With help from the SGS, you and your business can gain the knowledge you need to continually adapt the way you work, keeping ahead of market developments and enabling you to continuously develop all aspects of your career and organisation. Whatever your level of knowledge, our experts will support you in progression to the next level. Wherever your organisation is in terms of development, we give you the knowledge to develop further.

SGS TRAINING – TRANSFORMING PEOPLE AND BUSINESSES

As the leader in professional training, we draw on our years of worldwide experience to provide effective learning and development opportunities. We make a difference to individuals, teams and businesses, nurturing talent and enabling continuous organisational progression. Our specialists partner with course participants, identifying improvement objectives and supporting the professional journey. Visit www.sgs.lk

BOOKING



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OUR TRAINING

Our experts deliver high quality professional training across a wide range of subjects and industries, providing detailed information and guidance relevant to all stages of your value chain. Our courses fall into three broad areas:

MANAGEMENT SYSTEMS AND STANDARDS TRAINING

SGS Academy training gives you a complete understanding of the essential requirements of management systems and standards. Whether you are a lead auditor or executive, interested in a particular ISO Standard or management system, we deliver courses that suit all audiences from foundation and awareness training, through to accredited Lead Auditor courses that meet Certification Body training criteria requirements. We also provide training on non-accredited management systems processes.

COMPLIANCE TRAINING

Expert information and guidance is essential to ensure you and your organization adhere to necessary duty-of-care, laws, regulations, standards and policies. Our solutions give you the knowledge you are in full compliance with health and safety, sustainability, integrity, environmental guidelines and regulations.

MANAGEMENT, LEADERSHIP AND SOFT SKILLS TRAINING

Text BoxDevelopment talent is a critical component of continuous improvement. Our courses are designed to help you and your team work more effectively internally and externally. By enhancing your management and leadership skills,



FORMAT

We all approach training in different ways and have to fit in our professional development around our day-to-day responsibilities. With this in mind, our training solutions are offered in a variety of delivery formats so that you can choose those that are best suited to your individual requirements and the needs of your organization. Our experts deliver face-to-face training in the form of public courses where you can join your industry peers and through in-house courses designed to meet the specific needs of your organization.



PUBLIC COURSES

Joining our face-to-face public courses gives you the opportunity to meet with colleagues from related industries and discuss course topics with others who have identified the same types of issues. As a result, you can share and gain best practice knowledge, not only from our SGS experts, but also from those in similar organizational roles. Throughout all discussions our experienced and knowledgeable tutors help you to evaluate your insights so you are subsequently able to make considered decisions when approaching strategic changes within your business. Public courses are on fixed dates, please refer to our course calendar for more information.



IN-HOUSE COURSES

Running a standard or customized course at your premises allows you to shape the message and style of the presentation to suit the culture of your organization. It is the most convenient and cost-effective solution if you wish to train a number of staff in the same location, or when confidentiality is an issue. Once we have agreed the dates and location for your training course, our experts work with you to identify and evaluate your learning objectives and to customize the course content to ensure they are met.

TRAINING CALENDAR JANUARY – JUNE 2018

COURSE	DURATION	FEES (LKR)	DATE	MEDIUM
QUALITY MANAGEMENT SYSTEMS				
ISO 9001:2015 Lead Auditor Course IRCA Certified Course No: A17038	05 days	45,000.00	24th, 25th, 26th, 29th & 30th January	English
ISO 9001:2015 Internal Auditor Training	02 days	8,000.00	08th & 09th January 27th & 28th February 05th & 06th April 21st & 22nd June	English/Sinhala
ISO 9001:2015 Transition Training	01 day	6,000.00	02nd February	English/Sinhala
ENVIRONMENT MANAGEMENT SYSTEMS				
ISO 14001:2015 Lead Auditor Course IRCA Certified Course No: A17972	05 days	45,000.00	09th, 10th, 11th, 14th & 15th May	English
ISO 14001:2015 Internal Auditor Training	02 days	8,000.00	17th & 18th January 02nd & 03rd April 28th & 29th June	English/Sinhala
ISO 14001:2015 Transition Training	01 day	6,000.00	09th March	English/Sinhala
Waste Management Training	01 day	6,000.00	16th March	English/Sinhala
Environment Law Training	01 day	6,000.00	22nd January	English/Sinhala
OCCUPATIONAL HEALTH & SAFETY MANAGEMENT SYSTEMS				
OHSAS 18001:2007 Lead Auditor Course IRCA Certified Course No: A17048	05 days	45,000.00	21st, 22nd, 23rd, 26th & 27th March	English
OHSAS 18001:2007 Internal Auditor Training	02 days	8,000.00	08th & 09th February 17th & 18th May	English/Sinhala
FOOD SAFETY MANAGERMENTS SYSTEMS				
FSSC 22000:2013 Lead Auditor Course IRCA Certified Course No: A17304	05 days	45,000.00	14th, 15th, 16th, 19th & 20th February	English
FSSC 22000 Version IV Internal Auditor Training	02 days	8,000.00	05th & 06th March	English/Sinhala
ISO 22000:2005 Internal Auditor Training	02 days	8,000.00	11th & 12th January 24th & 25th April	English/Sinhala
HACCP Training Course	02 days	8,000.00	22nd & 23rd February	English/Sinhala
HACCP Training for Packaging Industry	02 days	8,000.00	24th & 25th May	English/Sinhala
ISO/TS 22002-4 (Food Packaging) Foundation Training Course	01 day	6,000.00	27th April	English/Sinhala
GMP Training Course	01 day	6,000.00	04th May	English/Sinhala
BRC Global Standard Food Safety – Issue 8 Awareness Training	01 day	6,000.00	03rd May 07th June	English/Sinhala
GMP Training for Cosmetic product based on ISO 22716	02 days	15,000.00	05th & 06th June	English/Sinhala
Food Hygiene Training	02 days	8,000.00	13th & 14th March	English/Sinhala
GDP Training for Pharmaceutical Industry	02 days	20,000.00	21st & 22nd May	English
ENERGY MANAGERMENTS SYSTEMS				
ISO 50001:2011 Lead Auditor Course IRCA Certified Course No: A17574	05 days	80,000.00	13th, 14th, 15th, 18th & 19th June	English
ISO 50001:2011 Foundation Course	01 day	6,000.00	12th February	English/Sinhala
SOCIAL ACCOUNTABILITY				
SA 8000:2014 Foundation Course	01 day	6,000.00	08th June	English/Sinhala
CHAIN OF CUSTODY				
COC Foundation Course	01 day	6,000.00	08th March	English/Sinhala

COURSE REGISTRATION FORM

COURSE TITLE:

COURSE DATE:

COMPANY INFORMATION

ORGANIZATION:

CONTACT PERSON:

ADDRESS:

DESIGNATION:

CONTACT NO:

EMAIL:

PARTICIPANTS INFORMATION

PARTICIPANT 1

PARTICIPANT 2

MR. / MS.:

MR. / MS.:

HAND PHONE NO:

HAND PHONE NO:

EMAIL:

EMAIL:

SPECIAL MEAL PREFERENCE: Veg Non Veg

SPECIAL MEAL PREFERENCE: Veg Non Veg

PARTICIPANT 3

PARTICIPANT 4

MR. / MS.:

MR. / MS.:

HAND PHONE NO:

HAND PHONE NO:

EMAIL:

EMAIL:

SPECIAL MEAL PREFERENCE: Veg Non Veg

SPECIAL MEAL PREFERENCE: Veg Non Veg

PAYMENTS

Full Payment should be made two weeks prior to the commencement of the course.
Closed cheques should be made payable to SGS Lanka (Pvt) Ltd.
Fees paid are non-refundable.

CHEQUE NO:

AMOUNT:

Authorize Signatory with Stamp

BOOK WITH US

Q. HOW DO I BOOK A SGS TRAINING COURSE?

To book a place on a SGS training course, please complete the registration form at the end of this brochure in full and return the completed form to either email, post or fax (please see details on the end of the FAQs). The participants are selected on first come first serve basis.

Q. HOW DO I PAY FOR A SGS TRAINING COURSE?

You can pay either by cheque or in cash. Please see details on the Registration form and send your cheques payable to "SGS Lanka (Pvt) Ltd."

Q. WHAT HAPPENS IF I NEED TO CANCEL / TRANSFER A BOOKING?

Cancellation – 14 working days from the date of commencement of the course is required for cancellation.

Transfer – 14 working days' notice should be given for a transfer to another course date.

Substitution of delegates – There is no charge if you cannot attend and wish to send a colleague in your place. Please notify us as soon possible of any changes.

Q. WHAT IS INCLUDED ON THE COURSE?

You will receive; Comprehensive Course Manual Additional Handouts Expertise and Wisdom of Tutor (s)

Delegates who successfully complete the examination and the

continuous assessment will receive a certificate

Q. HOW CAN I INVOLVE SGS FOR AN IN-HOUSE AWARENESS?

Contact us

TERMS AND CONDITIONS:

1. All courses fee are excluding service tax.
2. Special price for registration of 5 participants or more from a company in same course.
3. SGS reserves the right to revise and amend the course information without prior notice.
4. Payment: 100% payment has to be made on or before 7 days of the starting date of the training program.
5. Cancellation Policy: If the participant(s) cancel(s) nomination after making payment, cancellation charges would be applicable on the course fees.
6. In-house/On Site training for all these courses can be provided.

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WHEN YOU NEED TO BE SURE

