



1% of typical week is focused  
on Training and Development

## HOW CAN YOU TRANSFORM YOUR PEOPLE AND BUSINESS? ENHANCE YOUR TRAINING AND DEVELOPMENT WITH SGS

JULY - DECEMBER 2018 | SGS LANKA (PVT) LTD, LEARNING & DEVELOPMENT SOLUTIONS

[WWW.SGS.LK](http://WWW.SGS.LK)

**SGS**

## THE CERTIFICATION AND BUSINESS ENHANCEMENT APPROACH

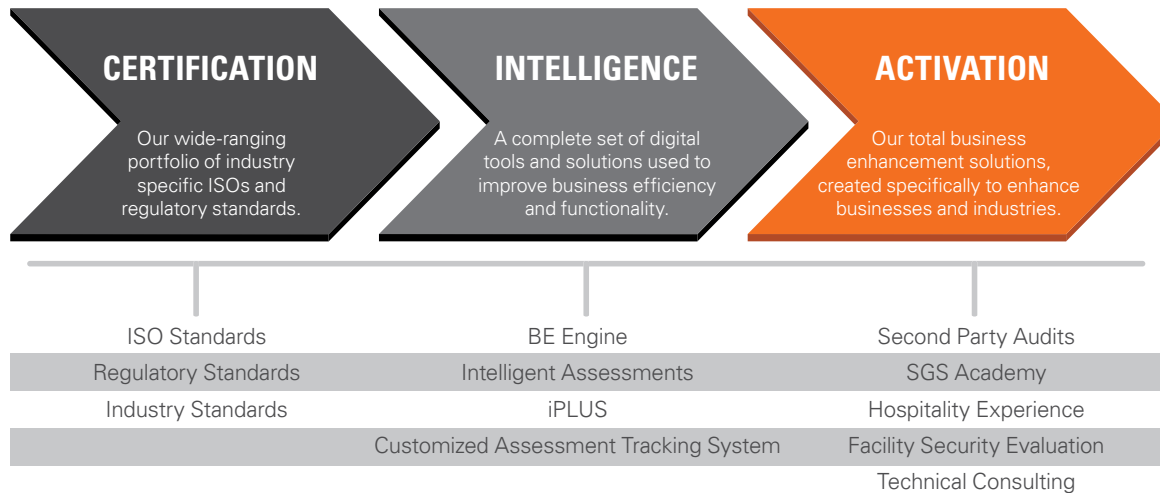
Organizations today are met with a variety of operational and business challenges. External forces, like competitors and regulatory bodies, also add a secondary level of pressures that must be anticipated. Additionally, both B2B and B2C firms are experiencing a large influx of customer data, across multiple touchpoints. The dividing factor between those who are successful and those who are not, is how they analyze and use that data for business enhancement. At SGS, we have developed a variety of solutions to not only meet these needs, but establish more efficient and profitable ways of working. Using our 140 years of experience and operational data set, we partner with clients to gain intelligent insights into their current business functions while simultaneously strategizing for the future. To meet the needs of our current customers and provide effective and modern solutions to current and future business issues, we offer three pillars of insights driven, customizable products and solutions.

### SGS BUSINESS BENEFITS

-  Deliver innovative solutions and services that enhance businesses
-  Offer customized solutions, driven by proprietary insights
-  Provide services fundamental to ongoing success and sustained growth
-  Enable continuous improvement
-  Transform value chains

## THE BUSINESS ENHANCEMENT PLATFORM

For decades, SGS has been known as the global leader in certification, working with clients in virtually any sector. This deep and broad experience in quality control management, regulatory compliance, and training has resulted in a staggering array of data points across industries. Utilizing this dataset, we have evolved our service offerings to include Business Enhancement—the process of transformation that improves or increases the value of an organization’s people, processes, product or service. Our Business Enhancement solutions offer the most up to date, practical insights to help you achieve your goals and ultimately BE the Benchmark.



# 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](http://www.sgs.lk)

# 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

Development 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.



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# 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.



## BOOKING

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# TRAINING CALENDAR JULY – DECEMBER 2018



COURSE	DURATION	FEES (LKR)	DATE	MEDIUM
<b>QUALITY MANAGEMENT SYSTEMS</b>				
ISO 9001:2015 Lead Auditor Course IRCA Certified Course No: A17038	05 days	45,000.00	08th, 09th, 10th, 13th & 14th August 05th, 06th, 07th, 10th & 11th December	English
ISO 9001:2015 Internal Auditor Training	02 days	8,000.00	25th & 26th July 20th & 21st September	English / Sinhala
<b>ENVIRONMENT MANAGEMENT SYSTEMS</b>				
ISO 14001:2015 Lead Auditor Course IRCA Certified Course No: A17972	05 days	45,000.00	07th,08th,09th,12th & 13th November	English
ISO 14001:2015 Internal Auditor Training	02 days	8,000.00	27th & 28th August 11th & 12th October	English / Sinhala
Waste Management Training	01 day	6,000.00	03rd August	English / Sinhala
<b>OCCUPATIONAL HEALTH &amp; SAFETY MANAGEMENT SYSTEMS</b>				
ISO 45001:2018 Lead Auditor Training	05 days	45,000.00	12th, 13th, 14th, 17th & 18th September	English
OHSAS 18001:2007 Internal Auditor Training	02 days	8,000.00	16th & 17th August 05th & 06th November	English / Sinhala
ISO 45001:2018 Foundation	01 day	8,000.00	09th July	English / Sinhala

COURSE	DURATION	FEES (LKR)	DATE	MEDIUM
<b>FOOD SAFETY MANagements SYSTEMS</b>				
FSSC 22000:2013 Lead Auditor Course IRCA Certified Course No: A17304	05 days	45,000.00	17th,18th,19th,22nd & 23rd October	English
FSSC 22000 Version iv Internal Auditor Training	02 days	8,000.00	12th & 13th July 27th & 28th November	English / Sinhala
ISO 22000:2005 Internal Auditor Training	02 days	8,000.00	19th & 20th July 04th & 05th October	English / Sinhala
HACCP Training Course	02 days	8,000.00	30th & 31st August 15th & 16th November	English / Sinhala
HACCP Training for Packaging Industry	02 days	8,000.00	27th & 28th September	English / Sinhala
GMP TRAINING COURSE	01 day	6,000.00	04th December	English / Sinhala
BRC Global Standard Food Safety – Issue 7 Awareness Training	02 days	10,000.00	21st & 22nd August	English / Sinhala
Food Hygiene Training	01 day	6,000.00	16th July	English / Sinhala
European Union Legislation’s on Food Labeling– Awareness Training	01 day	10,000.00	04th September	English / Sinhala
IFS Awareness Training	01 day	10,000.00	06th & 07th September	English / Sinhala

<b>ENERGY MANagements SYSTEMST</b>				
ISO 50001:2011 Foundation Course	01 day	6,000.00	02nd November	English/Sinhala

<b>SOCIAL ACCOUNTABILITY</b>				
SA 8000:2014 Foundation Course	01 day	6,000.00	02nd August	English/Sinhala
SA 8000:2014 Lead Auditor	05 Days	200,000.00	02nd, 03rd, 04th, 05th, 06th July	English

<b>CHAIN OF CUSTODY</b>				
COC Foundation Course	01 day	6,000.00	26th October	English/Sinhala

# COURSE REGISTRATION FORM



**COURSE TITLE:** \_\_\_\_\_

**COURSE DATE:** \_\_\_\_\_

**COMPANY INFORMATION**

Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Designation: \_\_\_\_\_

Contact No: \_\_\_\_\_

Email: \_\_\_\_\_

**PARTICIPANTS INFORMATION**

**Participant 1**

Mr. / Ms: \_\_\_\_\_

**Participant 2**

Mr. / Ms: \_\_\_\_\_

Hand phone No: \_\_\_\_\_

Hand phone No: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Special Meal preference: \_\_\_\_\_

Special Meal preference: \_\_\_\_\_

Veg / Non Veg

Veg / Non Veg

*(Please circle if applicable)*

*(Please circle if applicable)*

**Participant 3**

Mr. / Ms: \_\_\_\_\_

**Participant 4**

Mr. / Ms: \_\_\_\_\_

Hand phone No: \_\_\_\_\_

Hand phone No: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Special Meal preference: \_\_\_\_\_

Special Meal preference: \_\_\_\_\_

Veg / Non Veg

Veg / Non Veg

*(Please circle if applicable)*

*(Please circle if applicable)*

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

Contact us

### 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



### 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.

## CONTACT SGS

SGS LANKA (PVT) LTD.

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