SCHEDULE OF TRAINING PROGRAMMES 2020

Lean Six Sigma, Process & Project Management >

Lean Six Sigma

Continual Process Improvement

Project & Programme Management

Compliance, Standards & Auditing >

Quality

Environment & Energy Management

Health & Safety

Food Safety

Life Sciences

Laboratory

Hospitals / Medical

Information Security

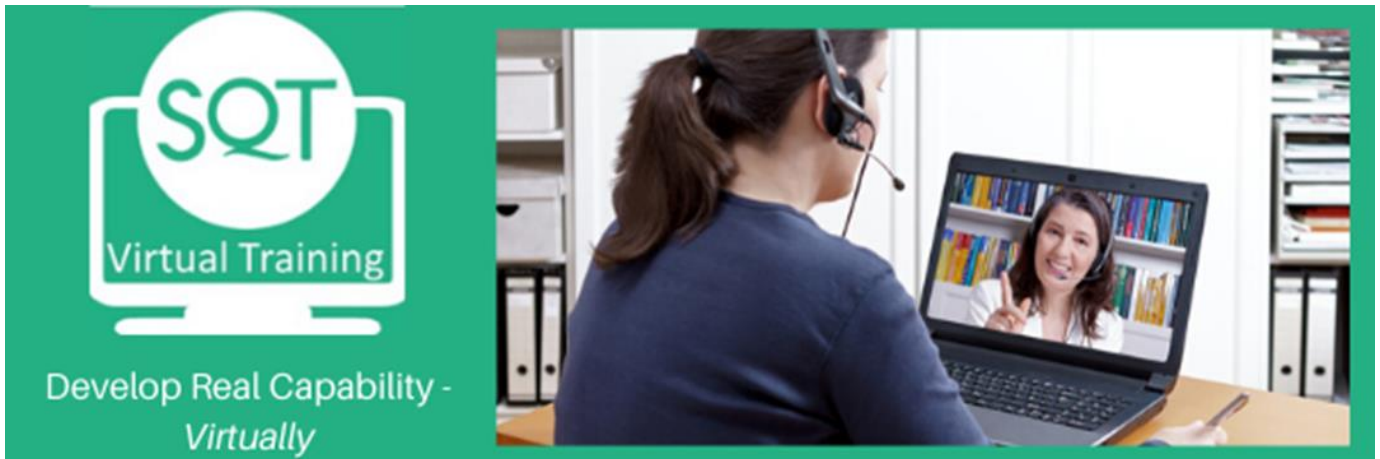## Leadership & Personal Development >

Train the Trainer

Personal Development

Leadership Development

SQT Training offers training programmes for Public (classroom) and Virtual delivery as well as In-House which can be customised specifically to your needs. While Public Health guidelines remain in place, many courses will be delivered virtually; please contact us to enquire further. See below for a full list of courses and dates.

All programme details are available at www.sqt-training.com

Get qualified. Be capable. Progress.

SQT Training have adapted to COVID-19 restrictions and client's needs quickly and moved most of our programmes to virtual training. We can continue to provide the same high-quality learning experience delivered by our expert tutors and industry leaders – virtually. This is an ideal time to invest in your skills, keep business going and prepare for recovery. We will provide you with the flexibility to continue to enhance your skills, get qualified and develop your business – virtually.

SQT Training – Virtually and Seamlessly

To avail of our virtual training all you need is a PC, Tablet or any device with access to the Internet and we will do the rest. Zoom is the online tool used to deliver SQT's virtual training courses. It is a cloud-based meeting tool which combines video conferencing, online meetings, and mobile collaboration into one platform. All Tutors have been trained in the use of Zoom and have designed their virtual training programmes to work effectively through this technology.

We will provide you with the link to your Virtual Classroom and will also provide support materials to get you started. In addition, we will set up a Tech Check in advance of the course to ensure your technology is working. Soft copies of all programme resources and training assets will be made accessible for each course prior to course commencement. **Please Note that 1 Day equates to 2 – 4 Virtual sessions of 1.5 to 2.5 hours in duration depending on the course. This will be confirmed prior to Course Commencement**.

www.sqt-training.com/virtual

LEAN SIX SIGMA, PROCESS & PROJECT MANAGEMENT

Lean Six Sigma					
Programme Title	**Days**	**Public Date**	**Location**	**Public €**	**More**
Introduction to Lean Six Sigma	1	TBD	TBD		More
Lean Six Sigma Champion	2	In-House Programme only			More
Lean Six Sigma Yellow Belt - Foundation	1	In-House Programme only			More
Lean Six Sigma Yellow Belt – Project Based	3	In-House Programme only			More
Lean Six Sigma Green Belt QQI Certificate in Process Engineering Special Purpose Award (7S20279) Level 7, 15 ECTS Credits (Individual Company Project Required)	10 x 0.5	17 - 18 Nov, 08 - 09 Dec 2020, 12 - 13 Jan, 02 - 03 & 16 - 17 Feb 2021	Virtual	2190 + 220 QQI Assessment & Certification Fees	More
Lean Six Sigma Green Belt QQI Certificate in Process Engineering Special Purpose Award (6S20273) Level 6, 10 ECTS Credits (Case Study based)	5	TBD		1,835 + 220 QQI Assessment & Certification Fees	More
Lean Healthcare White Belt	0.5	In-House Programme only			More
Lean Six Sigma Black Belt QQI Diploma in Process Engineering Special Purpose Award 8S20275 Level 8, 60 ECTS Credits (Individual Company Project Required)	21	03-04 Mar, 24-25 Mar, 20-22 Apr, 18-20 May, 15-17 June, 10-12 Aug & 07-10 Sept 2021	TBD	12,450 + 300 QQI Assessment & Certification Fees & PEL	More
Lean Six Sigma Black Belt for Service & Transact QQI Certificate in Process Engineering Special Purpose Award 8S20274 Level 8, 40 ECTS Credits (Individual Company Project Required)	12	In-House Programme only			More

Lean Six Sigma continued					
Programme Title	**Days**	**Public Date**	**Location**	**Public €**	**More**
Lean Six Sigma Support Programmes					
Emotional Intelligence & its Role in Managing Effectively (includes individual EQ report)	1	24 Nov	Virtual	475	More
Technical Writing Skills	1	03-Dec	Virtual	395	More
5S Workplace Organisation	1	In-House Programme only			More
5S For the Food Industry	1	In-House Programme only			More
Leading and Managing People QQI Level 6 Minor Award (6N2191)	6	TBD	Virtual	1,185 + 150 DiSC, QQI Assessment & Certification Fees	More
Lean Manufacturing Tools	3	In-House Programme only			More
Lean Laboratory	2	In-House Programme only			More
Value Stream Mapping	2	In-House Programme only			More
Train the Trainer	2 or 3	In-House Programme only			More
New Train the Trainer - Transition to Virtual Delivery	2 x 0.5	TBD	Virtual	300	More
Team Leadership	1, 2 or 3	In-House Programme only			More

Statistics & Continual Process Improvement

Programme Title	Days	Public Date	Location	Public €	More
Statistics with Minitab (including Capability Analysis)	5 x 0.5	TBD	Virtual	995	More
Statistics with Minitab (including Regression and Stability)	3	In-House Programme only			More
Statistics with Minitab (including Gauge R&R and Sampling)	3	In-House Programme only			More
Statistics with Minitab Refresher	1	In-House Programme only			More
Statistical Process Control - CPV (Continued Process Verification)	2	In-House Programme only			More
Design of Experiments with Minitab	5 x 0.5	TBD	Virtual	995	More
Advanced Design of Experiments (with Minitab or Design Expert)	5	In-House Programme only			More
Acceptance Sampling (including AQL selection)	2 x 0.5	TBD	Virtual	395	More
Failure Mode & Effect Analysis	2 x 0.5	TBD	Virtual	395	More
Root Cause Analysis (Problem Solving)	2 x 0.5	TBD	Virtual	395	More
Calibration	2 x 0.5	12 - 13 Nov	Virtual	395	More
Measurement Systems Analysis (Advanced Calibration including Gauge R&R)	1	In-House Programme only			More

Project & Programme Management

Programme Title	Days	In-House Programme only	More
Project & Programme Exam Preparation Programmes			
Preparing for CAPM® (Certified Associate in Project Management)	3	In-House Programme only	More
Preparing for PMP® (Project Management Professionals)	3 to 4	In-House Programme only	More
Preparing for PgMP® (Program Management Professional)	3	In-House Programme only	More
Preparing for RMP® (Risk Management Professional)	2	In-House Programme only	More
Project Management			
Managing Successful Projects	2	In-House Programme only	More
Applying Agile and Scrum Practices in your Organisation	2	In-House Programme only	More
Contract / Vendor Project Management	1	In-House Programme only	More
Project Risk Management	1	In-House Programme only	More
Project and Programme Applications			
MS Project – Introduction	1	In-House Programme only	More
MS Project – Intermediate	1	In-House Programme only	More
MS Project – Advanced	1	In-House Programme only	More

COMPLIANCE / STANDARDS / AUDITING

Quality					
Programme Title	Days	Public Date	Location	Public €	More
ISO 9001:2015 Foundation (QMS) This Programme (FD116) is presented by Antaris (01185832) CQI and IRCA Certified - Programme Ref 18062	1	07 Dec	Virtual	395 + 25 (CQI IRCA Course Certification)	More
ISO 9001:2015 Foundation (QMS) (E-learning) This Programme (FD116) is presented by Antaris (01185832) CQI and IRCA Certified - Programme Ref 18062		E-learning		195 + 25 (CQI IRCA Course Certification)	More
ISO 9001:2015 Overview for Managers (QMS)	0.5	In-House Programme only			More
ISO 9001:2015 Internal Auditor (QMS) This Programme (PT236) is presented by Antaris (01185832) CQI and IRCA Certified - Programme Ref 17985	2	08-09 Dec	Virtual	495 + 30 (CQI IRCA Course Certification)	More
ISO 9001:2015 Auditor Transition (QMS) This Programme (PT2333) is presented by Antaris (01185832) CQI and IRCA Certified - Programme Ref 1821. (Includes Module 1 - Annex SL)	2	In-House Programme only			More

Quality continued					
Programme Title	Days	Public Date	Location	Public €	More
Internal Auditing - Integrated Management Systems (ISO 9001, ISO 14001 and ISO 45001) *(ISO 45001 replaces OHSAS 18001)* *Tailored 2 or 3 day In-House course available with a choice of standards*	2	17 - 18 Nov	Virtual	495	More
IATF 16949:2016 Internal Auditor	2	In-House Programme only			More
ISO 9001:2015 Refresher Internal Auditor (QMS)	1	In-House Programme only			More
ISO 9001:2015 Lead Auditor (QMS) This Programme (PR328) is presented by Antaris (01185832) CQI and IRCA Certified - Programme Ref 1823	5	19-20 & 23-25 Nov 10-11 & 14-16 Dec	Virtual	995 + 35 (CQI IRCA Course Certification)	More
Developing a Process-based Quality Management System for ISO 9001:2015	1	In-House Programme only			More
Documenting Management Systems	1	16 Nov	Virtual	395	More
Technical Writing Skills	1	03-Dec	Virtual	395	More

Environment & Energy Management

Programme Title	Days	Public Date	Location	Public €	More
NEBOSH					
NEBOSH Award in Environmental Awareness at Work	1	In-House Programme only			More
Environment					
ISO 14001:2015 Overview (EMS)	1	TBD	Virtual	395	More
ISO 14001:2015 Overview for Managers (EMS)	0.5	In-House Programme only			More
ISO 14001:2015 Implementation (EMS)	1	In-House Programme only			More
ISO 14001:2015 Auditor Transition (EMS) This Programme (PT215 & PT216) is presented by Antaris (01185832) CQI and IRCA Certified - Programme Ref 18053 (Includes Module 1 - Annex SL)	2	In-House Programme only			More
ISO 14001:2015 Internal Auditor (EMS) This Programme (PT218) is presented by Antaris (01185832) CQI and IRCA Certified - Programme Ref 1744	2	15-16 Dec	Virtual	495 + 30 (CQI IRCA Course Certification)	More
Internal Auditing - Integrated Management Systems (ISO 9001, ISO 14001 and ISO 45001) *(ISO 45001 replaces OHSAS 18001)* *Tailored 2 or 3 day In-House course available with a choice of standards*	2	17 - 18 Nov	Virtual	495	More
IEMA Lead Environmental Auditor (Ireland) (ISO 14001:2015)	5	19 - 20 & 23 - 25 Nov	Virtual	1,125	More
Environmental Legislation	1	In-House Programme only			More
Hazardous Chemical & Spillage Control	1	In-House Programme only			More
Waste Management / Minimisation	1	In-House Programme only			More
Documenting Management Systems	1	16 Nov	Virtual	395	More

Programme Title	Days	Public Date	Location	Public €	More
Energy					
ISO 50001:2018 Introduction (Energy Management Systems)	0.5	In-House Programme only			More
ISO 50001:2018 Implementation (Energy Management System)	2	In-House Programme only			More
IEMA ISO 50001:2018 Internal Energy Management System Auditor	2	TBD	Virtual	495	More
Energy Management Systems (EnMS) Auditor/Lead Auditor - Pending IRCA approval	5	In-House Programme only			More
Certified Energy Manager Awarded by the Association of Energy Engineers	6	07-10, 14-18, & 21 Dec	Virtual	1,675 + 500 AEE Exam Fees and certification	More
Certified Energy Auditor Awarded by the Association of Energy Engineers	4	In-House Programme only			More
Certified Measurement & Verification Professional (CMVP® Training, Applying IPMVP and CMVP® Exam) This training is delivered by the Association of Energy Engineers (Irish Chapter) organised by SQT on their behalf.	3	TBD	Virtual	1,250 + 500 AEE Exam Fees and certification There is a discount of €100 for EVO® subscribers & Current AEE Certified Professionals	More

Health & Safety

Programme Title	Days	Public Date	Location	Public €	More
NEBOSH					
NEBOSH International General Certificate in Occupational Health and Safety Equivalent to NFQ Level 5	10	29 Jan, Feb 12, Mar 12, 19, 26, Apr 09, 16, 23, 30 & May 14 2021	Virtual	1,595 + 150 NEBOSH Exam Fees	More
NEBOSH International Diploma in Occupational Health and Safety (Supported Distance Learning Course) Equivalent to NFQ Level 8	15	Unit A: 04 Sept, 25 Sept, 23 Oct, 27 Nov, 18 Dec 2020 Exam: TBD. Unit B: 05 Feb, 05 Mar, 02 Apr, 07 May, 04 June 2021 Exam: TBD. Unit C: 10 Sept, 08 Oct, 29 Oct, 1 Nov, 10 Dec 2021 Exam: TBD	TBD	3,790 + 550 NEBOSH Fees (Enrolment and Unit A, B, C & D Exam Fees)	More
NEBOSH International Certificate in Fire Safety and Risk Management	10	In-House Programme only			More
ISO 45001					
ISO 45001:2018 Foundation (OH&SMS) This Programme (FD127) is presented by Antaris (01185832) CQI & IRCA Certified - Programme Ref 1989	1	30 Nov	Virtual	395 + 25 (CQI IRCA Course Certification)	More
New Covid19 Risk Assessment & Control for the Workplace	1	TBD	Virtual	395	More
ISO 45001:2018 Implementation (OH&SMS)	1	TBD	Virtual	395	More
ISO 45001:2018 Internal Auditor (OH&SMS) This Programme (PT249) is presented by Antaris (01185832) CQI and IRCA Certified - Programme Ref 1971	2	01-02 Dec	Virtual	495 + 30 (CQI IRCA Certification)	More
ISO 45001:2018 (Combined) Auditor Migration (OH&SMS) This Programme (PT250) is presented by Antaris (01185832) CQI & IRCA Certified - Programme Ref 1984	2	30 Nov & 01 Dec	Virtual	495 + 30 (CQI IRCA Course Certification)	More
ISO 45001:2018 Lead Auditor (OH&SMS) This Programme (PR357) is presented by Antaris (01185832) CQI & IRCA Certified - Programme Ref 1942	5	TBD	Virtual	995 + 35 (CQI IRCA Course Certification)	More
ISO 45001:2018 Overview for Managers (OH&SMS)	1	In-House Programme only			More

Health & Safety continued					
Programme Title	Days	Public Date	Location	Public €	More
Internal Auditing - Integrated Management Systems (ISO 9001, ISO 14001 and ISO 45001) *(ISO 45001 replaces OHSAS 18001)* *Tailored 2 or 3 day In-House course available with a choice of standards*	2	17 - 18 Nov	Virtual	495	More
Behavioural Based Safety (including auditing)	2	In-House Programme only			More
Health & Safety for Safety Representatives	3	TBD	Virtual	795	More
Health & Safety Hazard Identification & Risk Assessment	1	TBD	Virtual	395	More
Health & Safety Legislation	1	TBD	Virtual	395	
Documenting Management Systems	1	16 Nov	Virtual	395	More
ATEX Safety, Health and Welfare at Work (General Application) Regulations 2007	1	In-House Programme only			More
Chemical Risk Assessment	1	In-House Programme only			More
Biological Agents	1	TBD	Virtual	395	More
Confined Space Entry	1	In-House Programme only			More
Construction Safety Management / 2013 Safety Regulations	1	In-House Programme only			More
Identification and Naming of Substances under REACH and CLP	1	In-House Programme only			More
Machinery Directive: CE Marking for Users & Suppliers of Machines and Safety Components	1	In-House Programme only			More
Manual Handling	0.5	In-House Programme only			More
Manual Handling Instructor QQI Level 6 Special Purpose Award (6S0242)	5	In-House Programme only			More
Overview of Safety, Health and Welfare at Work (Construction) Regulations 2013	0.5	In-House Programme only			More
VDU Risk Assessment and Ergonomics	1	In-House Programme only			More
Health & Safety Management in the Office	2	In-House Programme only			More
Working at Heights	1	In-House Programme only			More

Food Safety

Programme Title	Days	Public Date	Location	Public €	More
NEW Supply Chain - Commercial Excellence for the Food Industry	5 x 0.5	10-11 & 17-18 Nov, Follow up 08 Dec	Virtual	795	More
HACCP Introduction	1	In-House Programme only			More
HACCP Refresher	1	TBD	Virtual	395	More
HACCP Implementation & Verification QQI Level 5 Special Purpose Award (5S20009)	2	03 & 06 Nov / 08-09 Dec	Virtual	550 + 145 QQI Assessment & Certification Fees	More
Advanced HACCP Design and Validation based on Risk Assessment QQI Level 6 Special Purpose Award (6S20007)	2	24-25 Nov	Virtual	550 + 145 QQI Assessment & Certification Fees	More
Food Standards Auditing (BRC, HACCP, ISO 22000, FSSC, Hygiene Package) QQI Level 6 Special Purpose Award (6S2178/6N2161)	2	01-02 Dec	Virtual	550 + 145 QQI Assessment & Certification Fees	More
Fundamentals of Food Standards Auditing	1	In-House Programme only			More
Food Safety Modernisation Act (FSMA) FSPCA Preventive Controls for Human Food (PCQI)	2.5	01-03 Dec	Virtual	995 + 75 Certification (FSMA)	More
Food Safety Modernisation Act (FSMA)	1	In-House Programme only			More
Food Safety Culture		TBD	Virtual	395	More
TACCP & VACCP, Food Defence, Biovigilance & Bioterrorism (Food Fraud/PAS 96)	2	TBC	Virtual	550	More

Food Safety continued					
Programme Title	Days	Public Date	Location	Public €	More
BRC Global Standard for Food Safety - Issue 8	1	10 Nov	Virtual	395	More
BRC Global Standards for: **- Packaging Materials** **- Agents and Brokers** **- Consumer Products** **- Storage and Distribution**	1	In-House Programme only			More More More More
Instructor Skills for the Food Industry	2	TBD	Virtual	550	More
Food Allergen Control	1	04 Nov	Virtual	395	More
5S For the Food Industry	1	In-House Programme only			More
Risk Assessment & Communication for the Food Industry (ISO 31000)	1	In-House Programme only			More
Validation of Food Safety Management Systems (FSMS)	1	26 Nov	Virtual	395	More
Basic Microbiology for the Food Industry	1	In-House Programme only			More
TACCP & VACCP, Food Defence, Biovigilance & Bioterrorism (Food Fraud/PAS 96)	1	In-House Programme only			More
Food Hygiene & Safety	0.5 to 1	In-House Programme only			More
Introduction to Food Safety Legislation	1	In-House Programme only			More
ISO 9001 to ISO 22000 Conversion (FSSC)	1	In-House Programme only			More
CIEH					
CIEH - Food Safety Principles and Practice	1	In-House Programme only			More
CIEH - Food Safety Supervision	2	In-House Programme only			More

Chartered
Institute of
Environmental
Health

Life Sciences

Programme Title	Days	Public Date	Location	Public €	More
ISO 13485 2016	1	TBD	Virtual	395	More
The Medical Device Regulation (CE Marking Process Key Updates)	1	TBD	Virtual	395	More
ISO 13485:2016 & the Medical Device Regulation (CE Marking Process)	2	In-House Programme only			More
Medical Device FDA QSR & QSIT	2	TBD	Virtual	795	More
MDSAP: The Medical Device Single Audit Programme	2	In-House Programme only			More
MDSAP Internal Quality Auditor	2	26 Nov & 02 Dec	Virtual	795	More
Internal Quality Auditing for:	2				
- Manufacturers of Medical Devices		In-House Programme only			More
- Manufacturers of Active Pharmaceutical Ingredients		In-House Programme only			More
- Manufacturers of Finished Pharmaceuticals		In-House Programme only			More
CAPA for the Medical Device Industry	1	12 Nov	Virtual	395	More
CAPA for the Pharmaceutical Industry	1	TBA	Virtual	395	More
Supplying to Pharma and Medical Device Industry - Introduction	2	In-House Programme only			More
Process Validation & Equipment Validation	2	TBD	Virtual	795	More
Quality Risk Management and ISO 14971:2019	1	15 Dec	Virtual	395	More
Software Validation	2	04 & 11 Nov	Virtual	795	More
Technical Writing Skills	1	03-Dec	Virtual	395	More
GMP for:	1	In-House Programme only			
- Manufacturers of Active Pharmaceutical Ingredients					More
- Manufacturers of Finished Pharmaceuticals					More

Programme Title	Days	Public Date	Location	Public €	More
21 CFR Part 11 Electronic Records and Electronic Signatures	1	In-House Programme only			More
Cleanroom					
Controlling Contamination within the Cleanroom	1	In-House Programme only			More
Effective Cleaning of a Cleanroom	1	In-House Programme only			More
Cleanroom Microbiology	1	TBC	Virtual	395	More

Laboratory

Programme Title	Days	Public Date	Location	Public €	More
New Intro to Estimation of Measurement Uncertainty in Testing Laboratories	2	09 & 11 Mar 2021	Virtual	850	More
Laboratory Safety	1	TBD	Virtual	395	More
Good Laboratory Practice (QMS ISO 17025 2017)	1	TBD	Virtual	395	More
Laboratory Software Validation	1	TBD	Virtual	395	More
ISO 17025 Internal Quality Auditing for Laboratories	2	In-House Programme only			More
Lean Laboratory	2	In-House Programme only			More

Hospitals / Medical

Programme Title	Days	Public Date	Location	Public €	More
Many Programmes in other sections are relevant to Hospitals/Medical. Specific Programmes are as follows:					
Quality Management Systems for Medical Laboratories (ISO 15189, Process based approach)	1	In-House Programme only			More
ISO 15189 Internal Quality Auditing of Medical Laboratory Quality Management Systems	2	In-House Programme only			More
Lean Healthcare White Belt	0.5	In-House Programme only			More
Lean Six Sigma Green Belt QQI Certificate in Process Engineering Special Purpose Award (7S20279) Level 7, 15 ECTS Credits (Individual Company Project Required)	10 x 0.5	08 - 09 Sept, 24 - 25 Sept, 14 - 15 Oct, 11 - 12 Nov, 01 - 02 Dec 2020	Virtual	2190 + 220 QQI Assessment & Certification Fees	More
Lean Six Sigma Black Belt for Service & Transaction QQI Certificate in Process Engineering Special Purpose Award 8S20274 Level 8, 40 ECTS Credits (Individual Company Project Required)	12	In-House Programme only			More
Technical Writing Skills	1	03-Dec	Virtual	395	More
Lean Laboratory	2	In-House Programme only			More

Information Security

ISO 27001:2017 Internal Auditor (ISMS)	1	10-11 Nov	Virtual	495 + 30 (CQI IRCA Course Certification)	More

LEADERSHIP & PERSONAL DEVELOPMENT

Train the Trainer

Programme Title	Days	Public Date	Location	Public €	More
Training Needs Identification and Design* QQI Level 6 Minor Award (6N3325)	5	In-House Programme only			More
Training Delivery & Evaluation* QQI Level 6 Minor Award (6N3326)	5	In-House Programme only			More
* Successful completion of the above two modules will lead to the Training and Development Special Purpose Award Level 6 (6S3372)					
New Train the Trainer - Transition to Virtual Delivery	2 x 0.5	TBD	Virtual	300	More
Train the Trainer	2 or 3	In-House Programme only			More
Train the Trainer for Industry (Production, Process and Quality Environments) 1,2 or 3 day In-House Course available	2	18 & 25 Nov	Virtual	595	More
Instructor Skills for the Food Industry	2	TBC	Dublin	650	More

Personal Development

Programme Title	Days	Public Date	Location	Public €	More
Techniques for Successful Communication	1 or 2	In-House Programme only			More
Creative Thinking	1	In-House Programme only			More
Customer Care & Contact Skills	1, 2 or 3	In-House Programme only			More
Dealing with Challenging Situations and People	2	In-House Programme only			More
Effective Meeting Skills	0.5 or 1	In-House Programme only			More
Effective Time Management	1	In-House Programme only			More
How to stay Resilient in the Workplace	1 or 2	In-House Programme only			More
Presentation Skills	1 or 2	In-House Programme only			More
Storytelling for Business - How to Connect, Enthuse and Engage through Storytelling	1	In-House Programme only			More
Technical Writing Skills	1	03-Dec	Virtual	395	More

One to One Coaching and DiSC profiling and assessment are both available in addition to the above Programmes

Leadership Development

Leading and Managing People QQI Level 6 Minor Award (6N2191)	6	TBD	TBD	1,185 + 150 (CQI IRCA Course Certification)	More
Emotional Intelligence & its Role in Managing Effectively (includes individual EQ report)	1	24 Nov	Dublin	475	More
Coaching Skills for People Managers	2	In-House Programme only			More
Interviewing and Selection Skills	1 or 2	In-House Programme only			More
Management & Executive Development	1, 2 or 3	In-House Programme only			More
Managing Performance Effectively	1 or 2	In-House Programme only			More
Supervisory Management Skills	2	06 & 13 May 2021	Virtual	595	More
Team Leadership	1, 2 or 3	In-House Programme only			More