



THE BEST QUALITY TRAINING
BY THE BEST QUALITY PEOPLE

New Zealand
Quality College



Inspection Body Accreditation – essential upgrade

Meet the growing demand for greater confidence in the quality of inspection services

Accreditation to ISO/IEC 17020 demonstrates technical competence in inspection and confirms the effectiveness of management systems. Inspection Body Accreditation by IANZ to ISO/IEC 17020 is increasingly a requirement for inspection service providers in the regulated sector of the economy.

Accreditation also provides a market advantage in the ever more competitive inspection field.

ISO 17020 has recently been revised. All organisations using ISO 17020 must upgrade to the 2012 version for their accreditation to continue to be valid.

This two day course is designed for managers of inspection services, and provides a sound understanding of the new ISO Standard, including:

- New impartiality requirements
- New independence requirements
- New confidentiality requirements
- New training system requirements
- New equipment requirements
- New complaints requirements
- New Management system requirements

Presenter

Geoff Hallam, Technical Development and Regulatory Affairs Manager, International Accreditation New Zealand, presents this course.

Geoff has extensive experience in inspection and accreditation in New Zealand and internationally. His approach is down-to-earth and practical, combining flexibility of application with internationally accepted interpretation of the Standards.

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

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)
- Course notes

Duration & Prices

Two day course \$1275 +gst

Book one month in advance to receive the early bird price of \$1085 +gst

Dates & Locations

Auckland 4-5 November 2014

NZQC COURSE REGISTRATION FORM



Name of Course **Inspection Body Accreditation-Essential Upgrade**

Date _____ Location _____

REGISTRANT INFORMATION

First Name _____ Last Name _____
Position/Title _____
Email _____
Company Name: _____
Postal Address _____ Postcode _____
Telephone _____ Please indicate if you have a disability that requires assistance in an evacuation

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)

Direct bank deposit A/C 03-0196-0131722-00 Reference: NZQC

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 5 working days prior to the course commencing at no additional cost. If we receive a transfer request within 5 days of the course, a 25% transfer fee will apply. Transfers on the day of the course will be treated as cancellation.

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