



Accredited Certification Int'l Ltd. 國際認可認證有限公司

Your True Partner in Management System Training

ACI Training Course

Code (TSR 3) ISO 26000 IMPLEMENTATION & DOCUMENTATION TRAINING COURSE
(9:30am – 5:00 pm) 1 day

Overview

Nowadays, social responsibility plays a critical role in world-wide business. In order to respond to this trend, ISO 26000 outlines the requirements to enable an organization to establish, implement, maintain and improve a social responsibility management system, including those aspects critical to the stakeholders of the corporations. It can be expected that ISO 26000 will become one of the co-operative components of social responsibility of a corporation. No matter you are serving internally or providing services to your valuable customers, you and your company should not miss this opportunity to learn and apply the best practice into their daily operation to contribute better to the society in an effective approach.

Objectives

- ~ To understand the documentation structures of ISO 26000 standard requirements
- ~ To get prepared for establishing ISO 26000 documentation
- ~ To understand the advantage of documentation

Course content:

- ~ ISO 26000 requirements for documentation and why documentation required
- ~ Process approach to create practical documents
- ~ System Documentation (Manual, Policy, Objectives & procedures, work instruction, etc.)
- ~ Updating and Maintenance of Social Responsibility Management System

Methodology

- ~ Presentation, experience sharing, exercise and discussion

Certificate

- ~ Certificate of Successful Completion will be issued to delegates who have attended full course.

Venue

- ~ ACI Training Venue

您在管理系統訓練上的真誠夥伴



ACI 培訓課程

Code (TSR 3) ISO 26000 執行與記錄培訓
(9:30am-5:00pm) 一天

如今，社會責任在全球商業中起著非常重要的作用。為順應此趨勢，ISO26000 提出了相關的要求，以幫助機構組織機建立，實施，維護及完善其社會責任管理體系，其中一些方面對於對公司股東非常重要。可以預計，ISO 26000 將會成為公司的社會責任的一個組成部份。不管您是內部服務還是為客戶提供服務，您和貴公司都不應錯過這個機會來學習把最佳實踐帶到日常運作中，以有效的途徑為社會做出貢獻。

培訓目的

- ~ 瞭解 ISO 26000 標準要求的文檔記錄結構
- ~ 為建立 ISO 26000 文檔記錄做好準備
- ~ 瞭解文檔記錄的好處

培訓內容

- ~ ISO 26000 文檔記錄要求及為何需要文檔記錄
- ~ 建立有效文檔記錄的過程方法
- ~ 系統文件（手冊，政策，目標 & 程序，工作指引等等）
- ~ 社會責任管理體系的更新和維護

上課模式

- ~ 講解及經驗分享

證書

- ~ 完成課程之學員將獲頒發課程完成證書乙張

上課地點

- ~ ACI 訓練中心