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# QMS Documentation Training

### **QMS Documentation Training**

Seminar	1 Date available	Certificate of Attendance
P Virtual learning	8 Lessons	Available online

Seminar Number: IDN-N2-VC

Status: 26.09.2024. All current information can be found at https://academy-id.tuv.com/s/IDN-N2-VC

Improve your knowledge and skills to develop documentation for quality management systems with this course that has been designed as per the quality management system standard ISO 9001:2015.

Throughout this training, we will break down the concepts and principles of QMS documentation in a simple and straightforward way. Regardless of your background or prior experience, we've made sure that this course is easy to grasp. You will learn about different document types, their purposes, and how they fit into the QMS.

By the end of this program, you will have a strong foundation in QMS documentation, empowering you to contribute to your organization's quality management practices. You will gain the tools needed to implement and maintain an efficient and compliant Quality Management System.

# Benefits

- Understand documentation requirement of ISO 9001:2015.
- Ddeveloping documentation to implement ISO 9001:2015
- Improve documentation to enhance effectiveness of quality management system

# Target group

- Quality team
- All Head of division
- Management Representative
- Document Control staff



- Consultant
- SPMI (Satuan Pengawas Mutu Internal)
- People interested in Management Systems

# Requirements

No Prerequisites required. Anyone can complete this course.

# Training outline

- 1. Documented information requirements in clause 7.5 of ISO 9001:2015
- 2. Introduction to documentation hierarchy
- 3. Preparation to establish of ISO 9001:2015 documentation
- 4. Workshop of documentation development
- 5. Group presentation

### Other information

For payment and other inquiries, please contact our Sales Executive:

- 1. Ms. Rezky Citra (Rezky.Citra@tuv.com | +62 896-1257-3270)
- 2. Ms. Novia Yulianti (Novia. Yulianti@tuv.com | +62 814-1350-3255)
- 3. Mr. Hendra (Hendra.hendra@tuv.com | +62 856-2448-0758)
- 4. Ms. Jesseca Cindy (Jesseca.Cindy@tuv.com | +62 812-8183-8854)

### **ADDITIONAL INFORMATION**

- Fees are inclusive of training materials and certificate.
- Training fees exclude 11% VAT.

### **CANCELLATION POLICY**

- TÜV Rheinland Indonesia, reserves the right to postpone and cancel public courses.
- Unless cancelled by TÜV Rheinland Indonesia, training fees are non-refundable.
- Participants with late cancellation (five days prior the training schedule) will not be refunded. Full
  amount of the training fee will be charged and invoiced.



• Transferability: If you are unable to attend, a substitute delegate may attend in your behalf. Please provide the name and title of the substitute delegate

# Event overview and booking

Book your desired date now directly online at https://academy-id.tuv.com/s/IDN-N2-VC and benefit from these advantages:

- Fast booking process
- Personal customer account
- Simultaneous booking for several participants.

Alternatively, you can use the order form to order via fax or e-mail.

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I HEREBY BINDING REGISTRATION FOR THE FOLLOWING SEMINAR:

# QMS Documentation Training

Seminar Number: IDN-N2-VC

Please choose an appointment you would like to book:

21/11/2024 - 22/11/2024, | Event number: IDN-N2-VC-QMS Documentation Training
Rp 1.500.000,00 (Net price, plus VAT) Rp 1.665.000,00 (Gross price, including VAT)

All further information about the dates can be found at https://academy-id.tuv.com/s/IDN-N2-VC.

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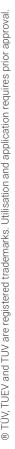
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