



Environmental, Health and Safety Compliance Auditing and Environmental, Health and Safety Management Systems Auditing Training Workshops

Argue and Associates Management Consultants, Inc. is pleased to be hosting two, two-day environmental, health and safety (EHS) auditor training workshops.

The first workshop will focus on EHS Compliance Auditing and will provide potential auditors with the theoretical knowledge and practical application of the compliance audit process. It will cover the reasons behind auditing, the compliance audit process, as well as a discussion on how compliance auditing fits into EHS management systems.

The second workshop will provide an overview of EHS management system standards and the audit process as it relates to EHS management systems.

The workshops will include lectures, exercises, and group activities and will close with an audit case study.

Previous workshops have been attended by representatives of a variety of industries, allowing for sharing of valuable information between workshop participants.



Dates of Workshop:

EHS Compliance Auditor Training:

Monday, May 10 -
Tuesday, May 11,
2010

9:00 am to 4:00 pm

EHS Management System Auditor Training:

Wednesday, May 12 -
Thursday, May 13,
2010

9:00 am to 4:00 pm

ENGINEERING YOUR BUSINESS SOLUTIONS



Argue and Associates Management Consultants, Inc.

30 Green Meadow Road
Regina, SK, Canada
S4V 0A5

Phone: 306-347-8083
Fax: 306-347-8084
E-mail: info@argueandassociates.com

Location of Workshops:

Hotel Saskatchewan
2125 Victoria Avenue
Regina, SK
S4P 0S3

Environment, Health and Safety (EHS) Compliance Workshop Outline

Day 1 (May 10, 2010)

Introduction:

- definitions, types of audits
- due diligence
- Canadian and international auditing standards and principles
- Audit roles
- Auditor certification
- Auditing ethics

Audit Process:

- audit risk and planning
- defining audit scope and objectives
- reviewing background information
- preparing audit protocols
- developing audit plans
- audit logistics
- opening meetings
- information gathering:
 - ◇ inspections
 - ◇ review of documents
 - ◇ interviews
- preparation of preliminary findings
- closing meetings
- audit reporting



Day 2 (May 11, 2010)

Audit Process (Continued):

- audit action plans
- due diligence

Compliance Audits and Management Systems:

- root cause analysis
- trace forward analysis
- flow charting

Case Study

Wrap up/Evaluations

Testimonials:

Here's what previous participants have said about this workshop:

"Great location!"

"Relaxed learning environment. Well worth the money!"

"Although I've participated in previous audits, it was good to practice what I've learned and to see the overall framework/process."

"Instructor has vast knowledge in the area and plenty of real world examples to share."

"Good use of lectures, discussion and exercises."

"A must for anyone starting out in the compliance audit field!"

Environment, Health and Safety (EHS) Management Systems Workshop Outline

Day 1 (May 12, 2010)

Introduction:

- Implications of EHSMS and Auditing
- Business Management Practices
- PDCA Continual Improvement Cycle
- Need for EHS Management Standards

Scope of an EHSMS

EHSMS Principles

EHSMS Assessment Basics

Systems Auditing:

- Definitions
- Types
- Approaches
- Objectives
- Auditor Qualifications
- Phases of an audit

Begin Standard Reviews and Assessment Techniques

Audit Preparation Activities



Day 2 (May 13, 2010)

Continue Standard Reviews and Assessment Techniques

Conducting the Audit

- Opening Meeting
- Document Review
- Interviews
- Inspections
- Documenting Non-conformances
- Closing/Exit Meeting

Audit Programmes and Principles

Reporting

Case Study

Wrap up/Evaluations

Testimonials:

Here's what previous participants have said about this workshop:

"Very useful and practical."

"Use of exercises was very effective."

"Enthusiastic and professional instruction."

"Instructor had thorough knowledge of the subject matter and answered questions well."

"I had no idea what a management system was before taking this class. Now I have a good understanding."

Argue and Associates
Management Consultants, Inc.

30 Green Meadow Road
 Regina, SK, Canada
 S4V 0A5

Phone: 306-347-8083
 Fax: 306-347-8084
 E-mail: info@argueandassociates.com



**ENGINEERING YOUR
 BUSINESS SOLUTIONS**

WE'RE ON THE WEB!

WWW.ARGUEANDASSOCIATES.COM

Your Instructor:

Your instructor will be Ms. Shawna Argue, MBA, P.Eng., CEA, EMS(LA), FEC – President and Principal Consultant of AMMC.

Ms. Argue has over 20 years of compliance auditing experience and 15 years of management system development, implementation and auditing experience. She has worked throughout Canada and around the world, providing audit services to a variety of clients and industries. Ms. Argue was one of the first 60 Certified Environmental Auditors (CEA) in Canada and is the only consulting CEA and Environmental Management Systems Lead Auditor (EMS(LA)) in Saskatchewan.

Ms. Argue has delivered a variety of training programs to various audiences around the world. She brings practical experience to the theory of the topic presented.

Please note that both classes require at least six participants in order to run

Sign-Up Form	Sign up for:	Date	Price
<input type="checkbox"/> EHS Compliance Auditor Training	May 10 & 11, 2010	\$850.00	_____ Name _____ Company _____ Address _____ _____ _____ _____ _____ Phone _____ Email _____ Do you have dietary restraints? <input type="checkbox"/> No <input type="checkbox"/> Yes: _____ _____ Signature
<input type="checkbox"/> EHS Management Systems Auditor Training	May 12 & 13, 2010	\$850.00	
<input type="checkbox"/> EHS Compliance and Management Systems Auditor Training	May 10—13, 2010 After March 31st, 2010	\$1,400.00	
<input type="checkbox"/> EHS Compliance Auditor Training	May 10 & 11, 2010	\$1,000.00	
<input type="checkbox"/> EHS Management Systems Auditor Training	May 12 & 13, 2010	\$1,000.00	
<input type="checkbox"/> EHS Compliance and Management Systems Auditor Training	May 10—13, 2010	\$1,800.00	
			Subtotal: _____
			GST (5%): _____
			Total: _____

Include cheque or indicate if you would like to be invoiced.
Cancellation Policy: Before April 1 – 100%, after April 1 – 50%, no show – 0%