

ORGANISATIONAL ASPECTS

Quality Society of Australasia International accredited the course provider to provide training and examination for the competency units **RABQSA-AU: Management systems auditing**, and **RABQSA-EM: Auditing environmental management systems**. Candidates may receive a **RABQSA endorsed certificate** for these competency units on successful completion of the course. Candidates may be eligible to then apply for inclusion on the RABQSA Register of Certified Auditors, subject to work experience and qualification criteria.

In addition, candidates enrolled for academic credit (optional) may obtain a **UNSW Course Certificate** by submitting an assignment to the course coordinators. The topic and scope of the assignment will be arranged during the course. This course can count towards University studies. For the assessment of this assignment and the Course Certificate, an extra fee of **\$610.00** (GST inclusive) will be charged. Please tick the appropriate box on the registration form.

Participants will receive a comprehensive set of **Course Materials**, Video DVD of the lectures and catering (lunches, morning and afternoon tea) is provided. Background **pre-reading** may be required a week in advance of the short course, which will be assessed in the course.

The organisers can arrange accommodation, if required. Please tick the appropriate box on the registration form.

COSTS

The cost for the course is **\$ 2,650.00** per person (GST inclusive) registered by 1 February 2009 (a fee of \$50 may apply to late registrations after this date). Space is limited to 24 participants.

No parking on UNSW campus is available unless pre-arranged with course coordinator and security office at a rate of \$2.20 per day.

Group discounts are available - please inquire.

Please note:

The payment may be made by cheque together with the registration slip. Payment is possible by Tax Invoice & VISA/MasterCard – please contact us to arrange this.

Please make cheques payable to the UNSW. Please note that cancellations after 2 March 2009 are not refundable.

COURSE CORRESPONDENCE

Coordinators: Dr. Christian Khalil
Tel: (02) 9385 5349/0403122258
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Mr Paul Osmond
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COURSE/WORKSHOP VENUE

Location: UNSW Campus - Kensington.
Address: School of Risk & Safety Sciences
The University of New South Wales
Sydney NSW 2052,
Fax: (02) 9385 6190



THE UNIVERSITY OF NEW SOUTH WALES



ENVIRONMENTAL AUDITING*

2–6 March 2009
(5 day workshop)

Or

10-11 October 2009

(E-learning starting 20 July 2009 & 2 day
workshop in October)

***RABQSA accredited**

RABQSA-AU

(Management Systems (MS) Auditing)

RABQSA-EM

(Auditing Environmental MS)

Website:

<http://www.safesci.unsw.edu.au/courses/shortcourses.html>

ABN: 57 195 873 179
CRICOS Provider No: 00098G

REGISTRATION

Name		
Position/Title		
Organisation		
ABN		
Address		
Telephone/ Fax		
E-mail		
UNSW Course Certificate	<input type="checkbox"/> (Yes)	<input type="checkbox"/> (No)
Parking Required	<input type="checkbox"/> (Yes)	<input type="checkbox"/> (No)
Payment Options - please circle one:		
Cheque VISA/ MasterCard Tax Invoice Cheques should be made payable to UNSW. VISA/MasterCard details: Visa <input type="checkbox"/> Mastercard <input type="checkbox"/>		
Holder's Name		
Card Number		
Expiry		
Signature Date		
A Tax Invoice will be sent. Our ABN is 57 195 873 179 Please send registrations and/or payments to: Dr. Christian Khalil, School of Safety Science, University of New South Wales, Sydney NSW 2052 Fax: (02) 9385 6190 or E-Mail: C.khalil@unsw.edu.au		

COURSE-PROGRAM

The **School of Risk & Safety Sciences** and the **UNSW Environment Management Program Unit** have designed a short course to help professionals develop their skills in environmental auditing.

Increased regulation, new standards and greater awareness of environment protection means that

industry will need to rely increasingly on environmental auditing to systematically manage its impacts. This course covers the basic elements of environmental auditing with a focus on the **ISO 14010 Guidelines for environmental auditing - General principles**.

Attendees will learn about the different types of environmental audits and the how to conduct them. The principal aims are to identify and evaluate potential environmental liabilities, risks and hazards in industry. Case studies relating to UNSW and other organisations will be covered. Participants enrolled for the UNSW Course Certificate will also undertake a major project investigating the application of environmental auditing to industry.

The **Environmental Auditing** short course is a must for environmental managers of both small and large businesses, service organisations and interested professionals. Experts from academia, government and industry will present a detailed examination of environmental auditing and its applications.

PRELIMINARY TIMETABLE	
Day / Time	Topic
Monday 2 March 2009	
8:30- 9.00 am 9.00 – 9.45 am	Registration & Welcome Course objectives/Site Audit information
9.45 – 10.30 am	Introduction to Environmental Issues and Environmental Auditing
10.45 am - 12.15 pm	Environmental Audit context: The Standards
1.15 – 3.00 pm	Audit planning
3.15 - 5.00 pm	Site visit activity
Tuesday 3 March 2009	
9.00 - 10.30 am	Audit reporting & Communication Audit Cycles
10.45 am - 12.15 pm	Environmental performance evaluation & reporting Ethical and professional practice issues
1.15 - 2.45 pm	Legislative requirements Due diligence and auditing
3.00 - 5.00 pm	Overview of Environmental Management Tools Material Balances/Flows and Life Cycle Assessment

Wednesday 4 March 2009	
9.00 - 10.45 am	Risk assessment and Environmental auditing Air pollution control and technologies
11.00 am - 12.30 pm	Water pollution and control Pollution prevention
1.30 – 3.15 pm	Contaminated Sites auditing Contaminated site audit exercise
3.30 - 5.15 pm	Energy audits Waste auditing
Thursday 5 March 2009	
9.00 - 10.30 am	Practical EMS auditing
10.15 am - 12.15 pm	Practical On-site Environmental Audit of UNSW facility
1.15 - 3.15 pm	Audit Group Work
3.30 - 5.00 pm	Debriefing and Discussions following On-site Audit
Friday 6 March 2009	
9.00 - 10.30 am	Audit presentations
10.45 am - 12.30 pm	Professional Practice Issues Environmental Auditor Qualifications; QSA Certification
1:30 - 3.30 pm	Formal Examination for QSA Endorsed Course Certificate*
4.00 - 5.00 pm	Tutorial & Debriefing for UNSW Certificate (Academic Credit) Candidates only**

*Please note: Candidates will receive a RABQSA endorsed certificate on successful completion of this course.

**For further information about assessment requirements of the course certificate please contact the course coordinators.

*** Topics are subject to change.

Important information ...

RABQSA, the certification body for Environmental Auditors, requires the Examination Records for this course to enable Assesseees who have met the required competency standards to be offered Provisional Auditor grade.

Your examination Record is regarded as personal and confidential, and your permission is required before this information can be transferred to a third party.

RABQSA will contact each assessee to advise their eligibility for Provisional Auditor grade on payment of the initial annual Provisional Auditor certification fee.

Do you give permission for your Examination record to be passed on to RABQSA?

YES / NO (Circle one)

Signature