QMP management
Qualité - Mesure - Projets

TRAINING CATALOGUE
2024

CONTENTS

QUALITY TRAINING

CUSTOM TRAINING

PROJECT TRAINING

01

TRAINING QUALITY

ISO 9001 : 2015 STANDARD
QUALITY MANAGEMENT

OBJECTIVES

- Understanding, interpreting and implementing the requirements of ISO 9001
- Knowing how to get involved in an ISO 9001-type management system
- Achieving and maintaining certification for your company

TARGET AUDIENCE

- Company directors
- Anyone involved in implementing a management system
- All interested parties

What are our rates?
Do you have a disability?
CONTACT US!

contact@qmp-management.net

PROGRAMME

- History and principles of quality management
- Certification (definition, aims, assessment)
- Organisational context
- Management responsibility
- Management system planning
- Process Approach
- Support activities
- Carrying out operational activities
- Performance assessment
- Continuous improvement

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises
- Exchanges
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

QMP management
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Ref. Q002

ISO/IEC 17025: 2017 STANDARD
QUALITY IN CALIBRATION AND TESTING LABORATORIES

OBJECTIVES

- Understand, interpret and implement the requirements of ISO/IEC 17025
- Know how to get involved in an ISO/IEC 17025-type quality system
- Achieving, maintaining and extending laboratory accreditation

TARGET AUDIENCE

- Staff working in accredited calibration or testing laboratories or those planning to become accredited
- Laboratory managers, quality managers and technical managers
- Technical and/or quality auditors
- All interested parties

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PROGRAMME

- Quality vocabulary
- Accreditation (definition, aims, assessments)
- Quality management principles
- Overview of ISO 17025
- Structural requirements
- Impartiality and confidentiality
- Risks and opportunities
- Staff skills
- Equipment, metrology, installations and ambient conditions
- Methods
- Documentation and records
- Assessment and monitoring
- Continuous improvement

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises
- Exchanges and discussions
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Knowledge of ISO/CEI 17025 version 2005 desirable but not compulsory

DURATION

- 3 days

Ref. Q003

ISO 15189 : 2022 STANDARD
QUALITY IN MEDICAL LABORATORIES

OBJECTIVES

- Understanding, interpreting and implementing the requirements of ISO 15189
- Knowing how to get involved in an ISO 15189-type quality system
- Achieving and maintaining laboratory accreditation

TARGET AUDIENCE

- Doctors and pharmacist-biologists
- Laboratory managers
- Quality managers
- Laboratory technicians
- All interested parties

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PROGRAMME

- Quality vocabulary
- Accreditation (definition, aims, assessments)
- Quality management principles (process approach, continuous improvement, indicators, etc.)
- Overview of ISO 15189
- Management requirements
- Resource management
- Operational processes
- Technical requirements
- Assessment and continuous improvement

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises
- Exchanges
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 3 days

ISO/IEC 17020: 2012 STANDARD

CONFORMITY ASSESSMENT – REQUIREMENTS FOR THE OPERATION OF DIFFERENT TYPES OF INSPECTION BODIES

OBJECTIVES

- Understand, interpret and implement the requirements of ISO/IEC 17020
- Know how to get involved in an ISO/IEC 17020-type quality system
- Achieving and maintaining accreditation for your inspection body/audit office

TARGET AUDIENCE

- Staff working in accredited inspection bodies or control offices or those planning to become accredited
- Quality managers, inspectors, consultants, executives, etc.
- Auditors
- All interested parties

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PROGRAMME

- Quality vocabulary
- Accreditation (definition, aims, assessments)
- Overview of ISO/IEC 17020
- Independence, impartiality and confidentiality
- Administrative requirements
- Technical responsibilities
- Staff
- Facilities and equipment
- Subcontracting
- Inspection methods and procedures
- Handling samples and objects presented for inspection
- Inspection reports and certificates
- Complaints and appeals
- Management system requirements

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises
- Exchanges and discussions
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

Ref. Q005

ISO 17034: 2016 STANDARD

GENERAL REQUIREMENTS FOR THE COMPETENCE OF REFERENCE MATERIAL PRODUCERS

OBJECTIVES

- Understand the rationale behind ISO 17034 and what it has in common with ISO/IEC 17025
- Identify, understand and implement the requirements of ISO 17034:2016

TARGET AUDIENCE

- Personnel involved in the production of reference materials or with an accreditation project
- Laboratory managers, quality managers and technical executives
- Technical and/or quality auditors
- All interested parties

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PROGRAMME

- General information on the standard
- Launching the project and taking stock
- Planning
- Implementation: design and installation of the system
  - Production of reference materials
  - Common process with ISO/IEC 17025:2017
- Assessment and improvement
- Accreditation process

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises
- Exchanges and discussions
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Knowledge of ISO/IEC 17025 version 2017 desirable but not compulsory

DURATION

- 3 days

ISO/IEC 17024: 2012 STANDARD

CONFORMITY ASSESSMENT – GENERAL REQUIREMENTS FOR CERTIFICATION BODIES OPERATING CERTIFICATION OF PERSONS

OBJECTIVES

- Understand, interpret and implement the requirements of ISO/IEC 17024
- Know how to get involved in an ISO/IEC 17024-type quality system
- Achieve and maintain certification of staff skills

TARGET AUDIENCE

- Staff of training institutions
- Quality managers
- Consultants
- All interested parties

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PROGRAMME

- Quality vocabulary
- Accreditation (definition, aims, assessments)
- Overview of the ISO/IEC 17024 standard
- Responsibilities, impartiality and confidentiality
- Structural requirements
- Staff
- Outsourcing
- Recordings and information
- Certification process
- Management system requirements

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises
- Exchanges and discussions
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

ISO 14001: 2015 STANDARD
ENVIRONMENTAL MANAGEMENT

OBJECTIVES

- Understanding, interpreting and implementing the requirements of ISO 14001
- Knowing how to get involved in an ISO 14001-type management system
- Achieving and maintaining certification for your organisation

TARGET AUDIENCE

- Environmental managers
- Specialist environmental management consultants
- Qualiticians and auditors
- Anyone interested in environmental management

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PROGRAMME

- Management fundamentals (principles, continuous improvement, standardisation)
- History of the standard
- Environmental context and issues
- Regulations
- Leadership and skills
- Environmental management system planning
- Support: Resources, skills management, etc.
- Operational activities
- Environmental performance assessment
- Improvement

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises, examples
- Exchanges and discussions
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

ISO 45001: 2018 STANDARD
HEALTH & SAFETY AT WORK

OBJECTIVES

- Understanding, interpreting and implementing the requirements of ISO 45001
- Know how to get involved in an ISO 45001-type quality system
- Achieving and maintaining certification for your organisation

TARGET AUDIENCE

- Occupational health and safety managers
- Specialist advisers
- Qualiticians and auditors
- Anyone involved in or concerned by occupational health and safety management

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Do you have a disability?

CONTACT US!

contact@qmp-management.net

PROGRAMME

- Management fundamentals (principles, continuous improvement, standardisation)
- History of the standard
- Initiating an occupational health and safety management system
- Planning the implementation
- Implementation
- Monitoring, measurement, continuous improvement

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises, examples
- Exchanges and discussions
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

ISO 31000 : 2018 STANDARD
RISK MANAGEMENT

OBJECTIVES

- Mastering the fundamentals of risk management
- Understanding, interpreting and implementing the requirements of ISO 31000
- Integrating risk management into a management system

TARGET AUDIENCE

- Quality and environment managers
- Qualiticians and auditors
- Strategic managers
- All interested parties

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PROGRAMME

- Risk management standards
- Analysis of the organisational context
- Definition of risk guidelines
- Integrating risk management into the organisation's processes
- Internal and external communications
- Implementation of the risk management process
- Monitoring, measurement, continuous improvement
- Applications

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises, examples
- Exchanges and discussions
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

Ref. Q010

ISO 26000 : 2010 STANDARD
SUSTAINABLE DEVELOPMENT & CORPORATE SOCIAL RESPONSIBILITY

OBJECTIVES

- Understanding corporate responsibility and sustainable development
- Mastering the key issues of corporate social responsibility to identify relevant areas for action and set objectives
- Interpreting the principles and practices of corporate responsibility

TARGET AUDIENCE

- Strategic managers
- Quality and environment managers
- Qualiticians and auditors
- All interested parties

What are our rates?
Do you have a disability?

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PROGRAMME

- History and context of corporate responsibility
- Structure of the standard
- ISO 26000 vocabulary
- Key principles of corporate social responsibility
- ISO 26000 core issues
- ISO 26000 implementation stages
- Assessment and continuous improvement
- Case studies

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises, examples
- Exchanges and discussions
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

QUALITY AUDIT
METHODS, TECHNIQUES & TOOLS

OBJECTIVES

- Understanding the requirements of ISO 19011
- Knowing how to apply the audit methodology defined by the ISO 19011 standard
- Acquire the necessary assurance to conduct internal audits

TARGET AUDIENCE

- Quality managers
- Qualiticians
- Technical managers committed to improving practices
- Staff carrying out internal audits

What are our rates?
Do you have a disability?

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PROGRAMME

- Quality management systems
- Internal audit objectives and principles
- Standards context
- Audit communication
- Planning and preparing audits
- Performing the audit
- Closing meeting and audit report
- Setting the scene
- Measuring the effectiveness of internal audits

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises, examples
- Exchanges and discussions
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Good knowledge of ISO 9001 or other quality management standards

DURATION

- 3 days

LEAN SIX SIGMA
IMPROVED PERFORMANCE

OBJECTIVES

- Discover the theoretical and practical concepts of Lean and Six Sigma
- Integrating value-creating projects
- Understand the issues involved in implementing a culture of continuous progress in your organisation

TARGET AUDIENCE

- Members of project teams in a company or laboratory
- All interested parties

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PROGRAMME

- Lean Six Sigma concepts and fundamentals
- Continuous improvement: Lean Six Sigma, progress management
- Lean and Six Sigma tools and practices
- Case studies

EDUCATIONAL RESOURCES

- Presentations
- Practical exercises
- Exchanges and discussions
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Scientific Bac+2 level with basic knowledge of Excel

DURATION

- 3 days

INTRODUCTION TO QUALITY MANAGEMENT

OBJECTIVES

- Understanding the requirements of ISO 9001 and making them your own
- Identify the resources and levers needed to build an appropriate quality management system.

TARGET AUDIENCE

- Anyone wishing to become involved in a quality approach

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PROGRAMME

- Analysis of the organisation's quality context
- Vocabulary, concepts and essential principles of quality
- ISO 9001 version 2015
- Workshops :
    - The process approach
    - Analysis of risks and opportunities
    - External service providers
    - Planning
    - Managing performance and improvement

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises
- Exchanges
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

PROCESS MANAGEMENT

OBJECTIVES

- Mastering the essential tools for effective process management

TARGET AUDIENCE

- Anyone wishing to become involved in a quality approach

PROGRAMME

- The process approach :
  - The principles and challenges of the process approach
  - Process modelling
  - The aims and characteristics of a process
  - Input and output elements
  - Resources, players and means
  - Process-based management
  - Customer/supplier relations
  - Risk management
  - Interfaces between processes

- Managing and improving processes
  - The roles and responsibilities of the pilot
  - Indicators and dashboards
  - Listening to customers
  - Measuring the operation, performance and maturity of the process
  - Process reviews
  - Implement continuous process improvement
  - Communicating results and actions

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Do you have a disability?

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EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises
- Exchanges
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

QUALITY INDICATORS AND DASHBOARDS
METHODOLOGICAL APPROACH

OBJECTIVES

- Define and apply a method for building indicators and dashboards
- Assess the level of performance of processes and their degree of compliance with the requirements of quality standards
- Measuring and monitoring process evolution
- Communicating results and using indicators and dashboards

TARGET AUDIENCE

- Anyone wishing to become involved in a quality approach

PROGRAMME

- Develop and implement indicators and dashboards:
    - Define and characterise relevant indicators:
    - types of indicators
    - the characteristics of the indicators
    - the method for designing indicators
    - Definition, essential characteristics and construction of dashboards
    - Modelling, form and operation of the dashboard

- Monitoring and using indicators and dashboards:
    - Consistency between strategy, policy and measurement system
    - A system for analysing the organisation and encouraging dialogue
    - Trend analysis, periodic review, performance and improvement management

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Do you have a disability?

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EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises
- Exchanges
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

FOOD SAFETY MANAGEMENT
ADVANCED TRAINING

OBJECTIVES

- Understanding the scientific approach to food safety management
- Assessing food safety risks
- Understanding the risks associated with genetically modified foods

TARGET AUDIENCE

- Managers and technical executives of agri-food laboratories
- Staff involved in managing a health monitoring system
- Anyone interested

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Do you have a disability?

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PROGRAMME

- Introduction to food safety concepts and international regulations
- Scientific approach to food safety management: introduction to risk analysis; risk and hazard management
- Risk assessment: food safety risk assessment process; techniques used in food safety risk assessment, risk communication
- Risk analysis of genetically modified foods

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises, examples
- Exchanges and discussions
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Basic knowledge of microbiology and food chemistry

DURATION

- 5 days

Ref. Q017

ISO 50001: 2018 STANDARD
ENERGY MANAGEMENT SYSTEM

OBJECTIVES

- To be familiar with the concepts, approaches, methods and techniques for implementing an Energy Management System
- Understanding the fundamental elements of an energy management system
- Be familiar with the approaches, methods and techniques for implementing and managing an energy management system
- Preparing for the ISO 50001 certification audit

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TARGET AUDIENCE

- Managers or consultants involved in energy management
- Anyone who wants to get involved in an EMS

PROGRAMME

- Take steps to improve energy performance
- Initiate and plan the construction of the EMS in accordance with ISO 50001: 2018
- Implementing an energy management system
- Assessing energy performance
- Improving the energy management system

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises, examples, case studies
- Exchanges and discussions
- Assessment of prior learning (MCQs, quizzes, assessments, etc.)
- Digital technical file given to each participant

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 3 days

Ref. Q018

ISO 56001 : 2024 STANDARD

INNOVATION MANAGEMENT SYSTEM – REQUIREMENTS

OBJECTIVES

- Understanding, interpreting and implementing the requirements of ISO 56001
- Knowing how to get involved in an ISO 56001-type quality system
- Achieving and maintaining system certification

TARGET AUDIENCE

- Staff of research and development organisations
- Quality managers
- Consultants
- All interested parties

What are our rates?
Do you have a disability?

CONTACT US!

contact@qmp-management.net

PROGRAMME

- Quality vocabulary
- Certification (definition, aims, assessments)
- The importance of innovation
- Overview of ISO 56001
- Innovation management system
- Innovation policy and strategy
- Responsibility and authority within the organisation
- Risks and opportunities
- Innovation objectives
- Resources
- Documented information
- Innovation process
- Performance assessment
- Continuous improvement

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises
- Exchanges and discussions
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

02

TRAINING MEASURE

Ref. M001

INTRODUCTION TO METROLOGY
SETTING UP, MONITORING & IMPROVING MEASUREMENT PROCESSES

OBJECTIVES

- Understanding the concepts of metrology
- Knowing how to set up monitoring and measurement processes
- Participate in structuring and improving the metrology function within your organisation

TARGET AUDIENCE

- Personnel working in calibration or testing laboratories
- Quality and technical managers
- Production managers
- Auditors and other quality specialists
- All interested parties

What are our rates?
Do you have a disability?
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PROGRAMME

- Standards related to metrology
- Metrology concepts and definitions
- Role of the metrology manager
- Analysis and representation of a monitoring and measurement process
- Notions of error and uncertainty
- Calibration and verification (practical examples)
- Setting up the metrology function
- Assessment and continuous improvement

EDUCATIONAL RESOURCES

- Presentations
- Practical exercises
- Exchanges and discussions
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

METROLOGY FUNCTION IN THE COMPANY

OBJECTIVES

- Understand the importance of controlling metrology in a company
- Understanding the requirements of ISO 10012
- Mastering the measurement management system

TARGET AUDIENCE

- Metrology managers and assistants
- Quality and technical managers
- Calibration or test laboratory technicians
- All interested parties

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PROGRAMME

- The fundamentals of metrology
- Presentation and interpretation of ISO 10012 requirements
- Management of metrological equipment, monitoring and surveillance of measurement equipment
- In-house calibration and verification of measuring equipment by a competent body
- Assessing the measurement uncertainty of a measuring instrument and monitoring its drift
- Practical work: case studies

EDUCATIONAL RESOURCES

- Presentations
- Exercises
- Practical work
- Exchanges
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Basic knowledge of metrology and quality management

DURATION

- 2 days

METROLOGY MANAGEMENT IN A TESTING OR ANALYSIS LABORATORY

OBJECTIVES

- Be able to independently implement the main actions carried out by a metrologist
- Defining your needs and choosing calibration services
- Choosing external metrology service providers

TARGET AUDIENCE

- Metrology managers and assistants
- Quality and technical managers
- Calibration or test laboratory technicians
- All interested parties

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PROGRAMME

- Interests and roles of metrology in a laboratory
- Organisation of metrology in a laboratory
- Specifications and conformity (metrological specifications, metrological confirmation, control charts)
- Metrology management documentation
- Drafting of metrological reports
- Using the results
- Practical applications

EDUCATIONAL RESOURCES

- Presentations
- Practical exercises
- Exchanges
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Laboratory experience

DURATION

- 2 days

MEASUREMENT UNCERTAINTIES
VALUATION METHODS & USE

⬤ OBJECTIVES

- Understanding the concept of measurement uncertainty
- Be familiar with the different methods of assessing measurement uncertainty
- Acquire the methodology for assessing uncertainties
- Knowing how to use uncertainty to improve your practices

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⬤ TARGET AUDIENCE

- Metrology managers
- Quality and technical managers
- Calibration or test laboratory technicians
- Auditors and other quality specialists
- All interested parties

⬤ PROGRAMME

- Vocabulary and definitions
- Statistics
- Measurement process
- Notions of statistical process control
- Methods for assessing uncertainties (ISO 98-3, ISO 5725 standards)
- Practical examples of calibration and verification
- Practical examples in trials

⬤ EDUCATIONAL RESOURCES

- Presentations
- Practical exercises
- Exchanges
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

⬤ PREREQUISITES

- Basic statistics and mathematics
- Basic knowledge of Excel

⬤ DURATION

- 3 days

TRACEABILITY OF MEASUREMENT RESULTS
COFRAC DOCUMENTS GEN REF 10 & GEN GTA 01

OBJECTIVES

- Be familiar with the 4 phases of metrological traceability assessment in accordance with COFRAC document GEN REF 10
- Know the defined connection routes
- Understanding the requirements for channel 3 - internal metrology

TARGET AUDIENCE

- Metrology managers and assistants
- Quality and technical managers
- Calibration or test laboratory technicians
- All interested parties

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PROGRAMME

- Standards context
- Vocabulary relating to the traceability of a measurement result
- Presentation of the 4 phases of metrological traceability assessment
- Identification of the 3 connection paths defined by COFRAC
- For internal channel 3: presentation of requirements relating to personnel, ambient conditions, equipment, traceability to the SI, methods, measurement uncertainties, validity of results and reporting of results.

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Practical exercises
- Exchanges
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Knowledge of the ISO/IEC 17025 standard
- Experience in an accredited laboratory

DURATION

- 2 days

APPLIED STATISTICAL TOOLS
FOR MEASURING

OBJECTIVES

- Master the fundamental principles of statistical reasoning
- Assessing the reliability of data from tests or analyses
- Assessing the accuracy of a measurement method
- Learn to analyse and exploit measurement results

TARGET AUDIENCE

- Metrology managers
- Quality and technical managers
- Calibration or test laboratory technicians
- All interested parties

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PROGRAMME

- Basic concepts of descriptive statistics
- Definitions
- Exploitation and characterisation of test results
- Application to the assessment of measurement uncertainties
  (ISO 98-3, ISO 5725, ISO 11352 standards)
- Comparison tests, sampling theory
- Practical work: application to Excel for different examples

EDUCATIONAL RESOURCES

- Presentations
- Practical exercises
- Exchanges
- Technical files given to each trainee
- Provide a laptop for each participant

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Scientific Bac+2 level with basic knowledge of Excel

DURATION

- 2 days

EXPERIMENTAL DESIGNS
BUILDING PLANS AND USING THE RESULTS

● OBJECTIVES

- Develop and implement a detailed experimental methodology based on the objectives sought and experimental constraints
- Choosing the appropriate strategy for building experimental designs
- Analyse test results, then interpret and validate the information obtained

● TARGET AUDIENCE

- R&D engineers and technicians
- Members of design, industrialisation, manufacturing and quality engineering departments
- Quality controllers
- Any professional who has to use experimental designs

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● PROGRAMME

- Basic concepts in descriptive statistics
- Identify the conditions for implementing experimental plans
- Build experimental plans adapted to the problems encountered
- Analysing the results of a plan - Interpretation tools
- Practical work: application on software for different examples

● EDUCATIONAL RESOURCES

- Presentations
- Case studies
- Exchanges
- Provide a laptop for each participant

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

● PREREQUISITES

- Basic statistics and mathematics
- Basic knowledge of Excel

● DURATION

- 5 days

STATISTICAL PROCESS CONTROL (SPC/SPC)

OBJECTIVES

- Knowing the type of characteristic that can be controlled by the SPC
- Assess the capability of the measurement process for this characteristic
- Assess the capability of the manufacturing process
- Define the best control charts for the manufacturing station
- Analyse the results obtained
- Communicate with your customers, suppliers and auditors using a common language

TARGET AUDIENCE

- Any professional wishing to put MSP into practice in their company
- Quality technicians and engineers, methods - industrialisation, production - manufacturing
- All interested parties

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Do you have a disability?

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PROGRAMME

- Basic concepts of descriptive statistics
- The 5 phases of SPC implementation for a given process
- Determining the preliminary capability of the manufacturing process
- Construction of control cards
- Control by control card
- Determining the long-term capability of the manufacturing process

EDUCATIONAL RESOURCES

- Presentations
- Practical exercises
- Exchanges
- Technical files given to each trainee
- Provide a laptop for each participant

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Basic statistics and mathematics
- Basic knowledge of Excel

DURATION

- 3 days

SAMPLING TECHNIQUES FOR QUALITY CONTROL

OBJECTIVES

- Drawing up a sampling plan
- Working with sampling plans
- Differentiate between checking non-conformities and checking non-conformities
- Working with single, double, multiple and progressive plans
- Work in accordance with various standards (NF X 06-23, ISO 2859-1, etc.)

TARGET AUDIENCE

- Any professional required to carry out or supervise product quality controls
- Quality controllers, coordinators, engineers
- Process drivers

What are our rates?
Do you have a disability?

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PROGRAMME

- Basic concepts of descriptive statistics
- Fundamentals of sampling
- Understanding the issues and importance of sampling
- Drawing up a sample
- Drawing up a sampling plan
- Integrate the notion of risk associated with sampling
- Implement product quality control

EDUCATIONAL RESOURCES

- Presentations
- Practical exercises
- Case studies
- Exchanges and discussions
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Scientific Bac+2 level with basic knowledge of Excel

DURATION

- 3 days

Ref. M010

TEMPERATURE METROLOGY
CALIBRATION OF MEASURING EQUIPMENT
& CHARACTERISATION OF CLIMATIC CHAMBERS

OBJECTIVES

- Master the means and methods of measuring temperatures in an industrial environment
- Acquire the theoretical knowledge needed to calibrate the various types of temperature measurement and control equipment.
- Master the calculations needed to establish the uncertainty in the results of calibration and characterisation operations on climatic chambers

TARGET AUDIENCE

- Technicians and engineers
- Technical and metrology managers

What are our rates?
Do you have a disability?
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PROGRAMME

- How a thermometer works
- International standards and normative references for temperature measurements
- Temperature measurement units
- Temperature measurement instruments: expansion thermometer; electrical resistance thermometer; thermocouples; optical pyrometry and infrared thermometer; data logger
- Measurement errors; assessment of temperature measurement uncertainty; procedure for calibrating temperature measurement and control equipment

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Practical exercises
- Exchanges
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Knowledge of the GUM uncertainty assessment method
- Basic knowledge of statistics

DURATION

- 2 days

METROLOGY
PRESSURE & BAROMETRY

OBJECTIVES

- Master the means and methods of measuring pressure in laboratories and industrial environments
- Acquire the theoretical knowledge required for the practical calibration of pressure measurement and control equipment
- Establish the uncertainty of manometer calibration results

What are our rates?
Do you have a disability?

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TARGET AUDIENCE

- Technicians and engineers
- Technical and metrology managers

PROGRAMME

- Basic metrology concepts and terminology
- Organisation of metrology and laboratory accreditation
- Standards requirements and reference documents: ISO/IEC 17025, GEN REF 10, LAB GTA 11, etc.
- Pressure measurement and the various sensors
- Calibrating and checking a pressure gauge
- Evaluation of uncertainty of measurement (ISO/IEC 98-3 and ISO/IEC 98-4)
- Practical applications for manometer calibration

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Practical exercises
- Exchanges
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Basic statistics and mathematics
- Basic knowledge of Excel

DURATION

- 2 days

ELECTRICAL METROLOGY

OBJECTIVES

- Master the means and methods of electrical measurement
- Acquire the theoretical knowledge required for the practical calibration of electrical equipment
- Establishing the uncertainty of calibration results

TARGET AUDIENCE

- Technicians and engineers
- Technical and metrology managers

What are our rates?
Do you have a disability?

CONTACT US!

contact@qmp-management.net

PROGRAMME

- Basic metrology concepts and terminology
- Electricity reminders
- Presentation of the main electrical measuring devices and choice of measuring equipment
- Standard requirements and reference documents
- Evaluation of measurement uncertainty
- Calibrating a multimeter
- Practical application (assembly of a circuit, use of a measurement chain, statistical analysis of measurement data, declaration of conformity, etc.).

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Practical exercises
- Exchanges
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Knowledge of the fundamental laws of electricity
- Basic statistics and mathematics
- Basic knowledge of Excel

DURATION

- 2 days

WEIGHING METROLOGY
& CALIBRATING PIPETTES

⚬ OBJECTIVES

- Managing resources and mastering weighing measurement and pipette calibration methods
- Acquire the theoretical knowledge required for pipette calibration practice
- Evaluating the uncertainty of calibration results
- Declaring the conformity of a measuring device

⚬ TARGET AUDIENCE

- Technicians and engineers
- Technical and metrology managers

⚬ PROGRAMME

- Fundamental notions and terminology of metrology (VIM)
- Technical requirements for laboratory accreditation (Cofrac Doc GEN REF 10, LAB GTA 90, etc.)
- Statistical bases: accuracy, reliability, precision, etc.
- Calibration, verification, declaration of conformity
- Evaluation of uncertainty of measurement (ISO/IEC 98-3 and ISO/IEC 98-4)
- Several practical applications for pipette and balance calibration

What are our rates?
Do you have a disability?

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⚬ EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Practical exercises
- Exchanges
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

⚬ PREREQUISITES

- Basic statistics and mathematics
- Basic knowledge of Excel

⚬ DURATION

- 2 days

03

TRAINING PROJECTS

QMP MANAGEMENT
Website: www.qmp-management.net
Contact: Mail: contact@qmp-management.net

Ref. P001

FRAMING AND ORGANISING YOUR PROJECT

OBJECTIVES

- Defining and characterising a project and its stages
- Organising a project team
- Building project framework tools
- Breaking down, estimating and planning a project
- Assessing risks to manage the project

What are our rates?
Do you have a disability?

CONTACT US!

contact@qmp-management.net

TARGET AUDIENCE

- Future project managers and/or planners

PROGRAMME

- What is a project?
- The stages of a project
- Project organisation
- Project opportunity, feasibility and scope
- Task flowchart
- Estimating and planning a project
- Project risks
- Introduction to managing and steering a project

EDUCATIONAL RESOURCES

- Presentations
- Case studies
- Exchanges
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

MANAGING AND STEERING YOUR PROJECT

OBJECTIVES

- Build and implement project management tools :
    - Risk management
    - Project review
    - Indicators and dashboards
    - Animation techniques
    - Collaborative tools

What are our rates?
Do you have a disability?

CONTACT US!

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TARGET AUDIENCE

- Project managers
- Planners
- Work package managers

PROGRAMME

- Introduction and review of key concepts
- Project risk management
- Project review
- How to carry out a project
- Indicators and dashboards
- Steering methods and tools
- Change management
- Feedback

EDUCATIONAL RESOURCES

- Presentations
- Case studies
- Exchanges
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Basic knowledge of project management

DURATION

- 2 days

OPERATIONAL PROJECT PLANNING

OBJECTIVES

- In-depth knowledge of planning methods
- Knowledge and use of project management software
- Putting the planning process into practice

NB: This module can be combined with the "Project management software" module.

TARGET AUDIENCE

- Project managers
- Planners
- Action plan managers
- PMO managers

What are our rates?
Do you have a disability?

CONTACT US!

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PROGRAMME

- Project structuring: Project task flowchart (W.B.S.); Project scheduling
- Network scheduling methods: PERT method
- Managing deadlines: Planning based on durations, estimates, calculations; Planning based on workloads; Critical path and margins; GANTT chart; Drawing up and adjusting a schedule
- Resource management: Resource definition - RBS; Resource allocation - WBS/RBS matrix; Load histogram - Levelling - Smoothing; Load and cost planning
- Progress management - 'S' curves: Gap management - Performance indicators

EDUCATIONAL RESOURCES

- Presentations
- Tabletop exercises
- Project management software features
- Exchanges
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Basic statistics and mathematics
- Basic knowledge of Excel

DURATION

- 3 days

PROJECT MANAGEMENT SOFTWARE

OBJECTIVES

- Learning the principles and methods of project planning, which is essential for the effective use of project management software.
- Learning the main functions of project management software
- Simulation of project planning using software

TARGET AUDIENCE

- Project managers
- Planners
- Action plan managers
- PMO managers

What are our rates?
Do you have a disability?

CONTACT US!

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PROGRAMME

- Main methods used in project planning
- Learning the functions of project management software and demonstrations
- Application of planning methods to project management software
- Drawing up a project plan: Case study adapted to the context of the company or projects carried out by the participants (project management software)
- Progress simulation (project management software)

EDUCATIONAL RESOURCES

- Presentations
- Tabletop exercises
- Applications on Project management software
- Project planning (Simulation)
- Exchanges
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- Completion of the "Operational project planning" module

DURATION

- 2 days

SMAP CERTIFICATION (ICEC – IPMA)

OBJECTIVES

• Preparing for and passing the SMAP (Société pour l'Avancement du Management de Projets) specialist certification exam in operational planning.

TARGET AUDIENCE

• Project managers
• Planners
• Action plan managers
• PMO managers
• Wishing to prepare for and sit the SMAP Specialty Certification Examination in Operational Planning

What are our rates?
Do you have a disability?

CONTACT US!

contact@qmp-management.net

PROGRAMME

• Project structuring: Project task flowchart (WBS); Project scheduling
• Network scheduling methods: PERT method
• Managing deadlines: Planning based on durations, estimates, calculations; Planning based on workloads; Critical path and margins; GANTT chart; Drawing up and adjusting a schedule
• Resource management: Resource definition (RBS); Resource allocation - WBS/RBS matrix; Load histogram - Levelling - Smoothing; Load and cost planning
• Progress management - 'S' curves: Gap management - Performance indicators

EDUCATIONAL RESOURCES

• Presentations
• Tabletop exercises
• Guaranteed adaptation to the level of each participant
• Preparation of several blank subjects
• Exchanges
• Technical files given to each trainee
• Organisation of the examination on the training site

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

• Basic knowledge of statistics and mathematics and basic Excel skills

DURATION

• 4 days

QUALITY MANAGEMENT IN PROJECTS

OBJECTIVES

- Implementing a quality assurance plan for a project
- Participate in project quality monitoring
- Be familiar with the standards applicable to project management

TARGET AUDIENCE

- Project managers
- Project quality assurance managers
- Members of a project team
- Anyone interested

What are our rates?
Do you have a disability?

CONTACT US!

contact@qmp-management.net

PROGRAMME

- Project management concepts and definitions
- Standards: standards applicable to project management and quality assurance
- Roles and activities of the quality assurance manager
- Defining and implementing a project quality assurance plan
- Project quality assurance tools
- Project risk analysis
- Evaluation and improvement measures
- Case studies and feedback

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises
- Exchanges and discussions
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

Ref. P007

RESPONSIBLE PROJECT MANAGEMENT

OBJECTIVES

- Understand the fundamental principles of responsible project management
- Be able to align a project with the company's CSR strategy
- Be able to identify and manage risks in a responsible project

TARGET AUDIENCE

- Project manager
- CSR Manager
- All interested parties

What are our rates?
Do you have a disability?

CONTACT US!

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PROGRAMME

- Reminders on CSR
- Concepts of responsible project management
- Project phases and processes
- Project organisation and management
- Project risk management
- Standardisation and quality management in projects
- Practical application, case studies

EDUCATIONAL RESOURCES

- Presentations
- Workshops
- Exercises
- Exchanges and discussions
- Video support
- Technical files given to each trainee

Throughout the course, questions are asked in the form of multiple-choice questions to assess the skills acquired.

PREREQUISITES

- No prerequisites required

DURATION

- 2 days

TRAINING QUALITY ASSURANCE

Our firm is committed to a quality approach in accordance with ISO 29993, which specifies the requirements for training services provided outside the formal education framework, including all types of lifelong learning (for example, vocational training and in-company training, whether outsourced or in-house).

The training courses we offer have also been designed in partnership with the Comité Africain de Métrologie (Cafmet). Since January 2022, Cafmet has been certified to the Qualiopi standard for its training process. Ensuring compliance with the national quality reference framework, this quality certification replaces and simplifies the system for authenticating training organisations in France and internationally. In this way, we focus on the qualifications and career development of the people who take part in our training courses.

The national quality standards include 7 criteria:
- Informing the public
- Designing the service
- Implementing the training programme
- Mobilising the necessary resources
- Managing staff skills
- Monitor your environment
- Evaluate yourself to improve

To comply with these 7 criteria, we are responding to 32 indicators, 22 of which are common to all actions designed to validate skills and 10 of which are specific to our structure.

QMP management

Qualité - Mesure - Projets

"Together to build a sustainable future in a safer world".