

MS Lead Implementer Training Course



TRECCERT MS Lead Implementer is an advanced-level course developed to provide trainees with a solid knowledge of the ISO 37301 guidelines. The training course provides an in-depth explanation of guidelines and controls mandated to establish, manage and improve a compliance management system.

TARGET AUDIENCE

The MS Lead Implementer training course is developed for members of an implementation team, for example:

- Head of Department
- Project, Program or Compliance Manager/Officer
- Team Leader or Supervisor
- Risk and Compliance Analyst

LEARNING OBJECTIVES

- Know and understand how to implement a management system based on best practices and ensure compliance with management system requirements.
- Know and understand how to define a process approach that can support an organization manage the implementation process of a management system.
- Know and understand the basic methods used to establish, plan, implement, manage, monitor and review a management system based on best practices.
- Know, understand and be able to assess compliance of the implemented management system against the management system requirements.

COURSE MATERIAL FACTSHEET



Training Slides
400



Quiz Questions
20



Exercises
2

COURSE OUTLINE

1. Introduction to Management Systems (MS)

- Introduction to Compliance and ISO 37301
- Management System Standard
- Integrated Management Systems
- Implementation of Management Systems (MSs)

2. MS Initiation Phase

- Create a MS Project Charter
- Identify the Interested Parties
- Conduct a Gap Analysis

3. Auditing Roles and Responsibilities

- Determine the Context of the Organization
- Determine the Scope and Boundaries
- Identify and Maintain Compliance Obligations
- The Governance Principles and the Establishment of a Compliance Policy
- Establish the Objectives, Processes and Procedures
- Define the Risk Assessment Approach
- Create an MS Implementation Plan
- Management Authorization to Implement and Operate the MS

4. MS Implementation and Operation Phase

- Risk Treatment Phase
- Implement Compliance Policy
- Implement the Control and Procedures
- Measure the Effectiveness of the Implemented Controls
- Implement Awareness and Training Programs
- Manage Management System Operations
- Manage Resources

5. MS Implementation and Operation Phase

- Monitoring the Management System
- Conduct Internal Audits
- Review the Management System

6. MS Maintaining and Improving Phase

- Implement the Identified Improvements
- Corrective and Preventive Actions
- Communicate the Actions and Improvements
- Ensure Continual Improvement of the Management System

EXAMINATION DETAILS



Nr. of questions

100



Type of exam

Multiple choice



Duration

2 hours



Location

Online

COURSE DETAILS



Duration

Three (3) days



Language

English



Credits

24



Training mode

Classroom and online

PATH TO RECOGNITION

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