



# ISO 21001:2018

## Standard Understanding Training 標準理解培訓 (#EOMS-U2R)

### Internal Auditor Training 內審員培訓 (#EOMS-IA2)

#### Training Objectives 培訓目標

- To understand the development of ISO 21001:2018  
瞭解 ISO 21001:2018 的發展
- To understand the Management Principles of ISO 21001:2018  
瞭解 ISO 21001:2018 的管理原則
- To understand ISO 21001:2018 standard requirements  
瞭解 ISO 21001:2018 的標準要求
- To understand application of ISO 21001:2018 in educational organizations  
瞭解 ISO 21001:2018 在教育機構中的應用
- To develop the basic expertise to implement an EOMS according to ISO 21001:2018  
發展依據 ISO 21001:2018 實施教育組織管理體系所需基礎技能
- To develop the basic expertise to plan and conduct internal audit based on ISO 21001:2018  
發展根據 ISO 21001:2018 的標準要求進行內部審核所需基礎技能

#### Recommended Prior Knowledge 建議的事先認知

- Experience in education or training operation  
教育或培訓的運作經驗
- Problems in the implementation of EOMS in own organization  
本身組織的教育管理運行中遇到的問題





## Suitable for 培訓對象

- EOMS Auditors, staff, Management, Experts, Consultants in education related field.  
教育機構管理體系審核員、教職員、管理層、教育管理領域相關的專業人仕、顧問
- Persons seeking career opportunities in EOMS field /Certification Bodies.  
尋找與教育管理領域 / 認證機構相關的就業機會的人仕

**Keep learning.  
Be outstanding!**



## Training Approach 培訓形式

- Exercises (individual or by team)  
練習 (個人或小組)
- Workshops  
討論演練
- Chinese or English as posted at website  
中文或英文 · 按網頁發佈
- Tutor: Experienced Trainer with Auditor Qualification  
講師：經驗豐富的具備審核員資格的培訓師





## Course Agenda 課程安排

Day 日程	Items 項目	Evaluation 評估
Part 1	<ul style="list-style-type: none"> <li>• General introduction to ISO 21001:2018 簡介</li> <li>• EOMS Principles 教育組織管理體系原則               <ul style="list-style-type: none"> <li>- Focus on learners and other beneficiaries 關注學習者和其他受益者</li> <li>- Visionary leadership 願景管理</li> <li>- Engagement of people 人員的參與</li> <li>- Process approach 過程方法</li> <li>- Continual improvement 持續改進</li> <li>- Evidence-based decisions 基於證據的決定</li> <li>- Relationship management 關係管理</li> <li>- Social responsibility 社會責任</li> <li>- Accessibility and equity 可獲性和公平性</li> <li>- Ethical conduct 道德行為</li> <li>- Data security and protection 數據安全和保護</li> </ul> </li> <li>• Standard Requirements Understanding 標準要求的理解 (I)</li> <li>• Workshops 討論演練</li> <li>• Q&amp;A 問答</li> </ul>	Participation Required 要求參與
Part 2	<ul style="list-style-type: none"> <li>• Standard Requirements Understanding 標準要求的理解 (II)</li> <li>• Certification Roadmap 認證流程</li> <li>• Internal Audit 內審 (for Internal Auditor Course 內審員課程適用)               <ul style="list-style-type: none"> <li>- Planning, Implementation, Reporting, &amp; Follow-up 策劃、實施、報告與跟進</li> </ul> </li> <li>• Workshops 討論演練</li> <li>• Q&amp;A 問答</li> </ul>	Participation Required 要求參與
	<ul style="list-style-type: none"> <li>• Written Exam 筆試 &lt;open book 開卷&gt; ( within 1 hour 小時 )</li> </ul>	Pass: >=60% in score



### Related Course 相關課程:

# EOMS-U2R, 1.5 days 天, ISO 21001:2018 Standard Understanding Training 標準理解培訓

# EOMS-IA2, 2 days 天, ISO 21001:2018 Internal Auditor Training 內審員培訓

Add Internal Audit training module on the basis of above course.

在上列課程的基礎上增加內審培訓模塊。



## Evaluation and Certificate 評估和證書

### 1. Evaluation based on Participation 參與表現評估

- A Certificate of Attendance by DQS will be issued to the registered participants who have participated in the whole training course and completed all assignments, but have not been successful in passing the exam.

全程出席並完成課程任務，但未能通過考試的學員可獲得DQS頒發的培訓出席證書。

### 2. General Evaluation 綜合評估

- A Certificate of Successful Completion by DQS will be awarded to registered participants who have participated in the whole training course, completed all assignments, and passed the exam.

全程出席和完成課程任務，並通過考試的註冊學員可獲得DQS頒發的培訓完成證書。



## Contact Information 聯絡信息

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[Registration Form 報名表](#)