**2025 IECQ HSPM TECHNICAL TRAINING WORKSHOP – (IECQ QC 080000:2017)**

**Hazardous Substances Process Management (IECQ HSPM)**

5~6 + 9~11 June 2025 – Region Chinese Taipei   
*(5-Day workshops + Plus 1-Day for prerequisite on-line training)*

**Workshop ID: TWSHH22**

**Workshop Participants Limited to 30**

IEC Quality Assessment System, IECQ

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**2025 IECQ Technical Training Workshop**

**This workshop has five sessions**

* The first two days (on ‘Global Legislation’) are **remote**.
* The remaining three days (on ‘HSPM Auditing’) are **in person** (with remote participation for those outside Chinese Taipei).

**Attendance Requirements**

* Participants must attend **all five sessions**.
* Participants must complete the **IECQ online pre-workshop e-learning modules** before the training begins.
* **Deadline for completing e-learning modules: 29 May 2025**

**2-Day Remote online ‘global legislation’ training with a tutor – Sessions 1 & 2**

**Workshop Schedule**

📍 **Time Zone:** Beijing Central Time (BJT/CST)

* **Thursday, 05 June 2025** – 8:00 AM - 5:30 PM

*(Workshop starts at 8:30 AM sharp)*

* **Friday, 06 June 2025** – 9:00 AM - 5:30 PM

*(Includes a 1-hour lunch break)*

🖥️ **Online Platform:**

* The training platform will be active **30 minutes before the start time**.
* **Microsoft Teams** is the primary platform, but alternatives may be used based on regional requirements.

🎓 **Instructor:** Hai-yen WANG

🗣️ **Workshop Language:** English (Mandarin may be used for clarification)

📖 **Exam Format:** Bilingual (English/Simplified Chinese)

**3-Day In-person HSPM auditing training with a tutor – Sessions 3 ~ 5,** *with remote participation for those outside Chinese Taipei***.**

**📍 Location:**

**SGS Taiwan Limited – Business Assurance**

2F, No.38, Wu Chyuan Road, New Taipei Industrial Park, Wu Ku Dist., New Taipei City 248016, Taiwan

SGS BA Office: 248016 新北市五股區五權路38號

**Workshop Schedule**

* **Monday, 09 June 2025** – **8:30 AM** - 5:30 PM

*(Workshop starts at 8:40 AM sharp)*

* **Tuesday, 10 June 2025** – 9:00 AM - 5:30 PM

*(Includes a 1-hour lunch break)*

* **Wednesday, 11 June 2025** – 9:00 AM - 5:30 PM

*(Includes a 1-hour lunch break)*

🎓 **Instructor:** Hai-yen WANG / Steve ALLAN

🗣️ **Workshop Language:** English (Mandarin maybe used to clarify questions or responses)

📖 **Exam Format:** Bilingual (English/Simplified Chinese)

🔹 **Host Contact:**

📩 Lia Liu | [lia.liu@sgs.com](mailto:lia.liu@sgs.com) | ☎️ +886 2 2299 3279 Ext.1242‬‬‬

⚠️ ***For logistical or site access questions only.***

🔹 **IECQ Contact:**

📩 Donna Croft | **info@iecq.org** & **donna.croft@iecq.org**

📩 Steve Allan | **steve.allan@iec-conformity.org**

**Registration & Fees**

📌 **Registration Deadline:** **22 May 2025**

Submit registrations to: Donna Croft ([**info@iecq.org**](mailto:info@iecq.org) **& cc** [**donna.croft@iecq.org**](mailto:donna.croft@iecq.org) )

**Fee:** CHF 900 per participant

* The fee is based on a **minimum of 10 participants**. If fewer register, the fee may be adjusted or the workshop postponed.
* Due to the high demand for IECQ Training Workshops and the limited number of available seats, registrations and payments must be finalized before the closing dates to secure a place.
* The fee covers attendance and an IECQ Certificate of Attendance.
* **Fees are non-refundable**, but a credit may be considered for extraordinary circumstances.

**📌 Important Notes:**

* All registered participants will receive an **online learning catalogue** containing **4 mandatory modules**.
* These modules must be completed **by 29 May 2025**

**For whom is this workshop designed?**

This training is tailored for professionals involved in the IECQ Hazardous Substance Process Management Scheme. Participants should possess a comprehensive understanding of electrotechnical component products and their respective supply chains, as they are utilized within general industries.

Suitable participants include:

**IECQ CB Resources**, including:

* Sales & Contract Administration
* Internal Auditors (ISO 9001:2015 competence)
* External Auditors (ISO 9001:2015 Auditor/Lead Auditor competence)
* Industry Experts
* IECQ CB Technical Reviewers / Decision Makers

**Who Can Attend?**

This training is **only available to IECQ CB Resources**, including resources of **applicant** IECQ CB’s.

🔹 **Definition of IECQ CB Resources**:

Individuals whose primary/principal occupation is as a resource for an IECQ Certification Body (CB).

Note: Possible **Exception (Case-by-Case Basis): An IECQ CB customer/client resource** may be considered **only if sponsored and put forward by an IECQ CB**. Such cases will be reviewed individually before approval with priority given to IECQ CB resources.

**✅ Proof of IECQ CB Affiliation Required:** (where a registration is not directly from or through an IECQ CB headquarters)

* Participants must provide **a signed letter from an IECQ CB (on official letterhead)** confirming their status as an IECQ CB Resource.

**✅ Final Achievement:**

Participants who **successfully complete the exams** will receive an **IECQ HSPM Training Certificate**, registered in the **IECQ Online Training Certificate System**, relevant to their competence.

**Preparation Requirements**

**Pre-Class Assignments (To be Completed Before 29 May 2025)**

📌 **Mandatory E-Learning Modules:**

1. **IECQ CA System - An Introduction** *(Q-M30-U01, informative)*
2. **IECQ HSPM - An Introduction** *(Q-M35-U01, informative)*
3. **IECQ General Rules & Procedures** - What to Know *(Q-M31-U01, includes a short exam)*
4. **IECQ HSPM Test Methods** *(Q-M34-U62321, includes a short exam)*

📌 **Recommended Reading (Before Training Starts):**

* **ISO 9001:2015** (Risk-based thinking & process-based auditing)
* **ISO/IEC 17025** (Basic knowledge)
* **IECQ QC 080000:2017 Ed.4** (Basic knowledge)
* **IECQ 03-5 IECQ HSPM Scheme Rules of Procedure**

**What You Need for the Workshop**

📌 **Technology Requirements:**

* **Laptop or Tablet** with a stable internet connection.
* **Reliable access to:**
* **https://iecq.onlinetests.app/** (For quizzes & exams)
* **https://iframe.dacast.com/** or **https://player.vimeo.com/** (For training videos)
* **Microsoft Teams or** **Zoom** (Individual login links will be provided)
* **Two screens are recommended**:
  + One screen for following the tutor’s presentation and taking quizzes/exams.
  + One screen for reference materials.

📌 **Training Materials:**

* A link to the **training materials folder** will be provided before the workshop.
* Participants should **download**:
* **IECQ QC 080000:2017 Ed.4** (Personal use)
* **IECQ HSPM Training Workshop Handbooks** (Quick reference)

**📌 Qualification Requirements:**

To receive an **IECQ HSPM Lead Auditor Certificate**, participants must provide:

1. Proof of ISO 9001:2015 Auditor Qualification (before or on Day 1).
2. **Active participation** in workshop discussions and exercises.

**Workshop Etiquette & Participation**

**📌 During Training Sessions:**

✅ **Stay focused** – Be alert and actively participate.

✅ **Turn off mobile phones** (except during breaks).

✅ **Engage in discussions** – Be prepared to share insights.

✅ **Submit feedback** via the provided forms.

**📌 Exams & Quizzes:**

* Final exams are held on Day 2 and Day 5.
* **Online quizzes and exams** will be conducted via unique email links.
* Ensure access to your registered email.

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* IECQ endorsed training materials are copyright © protected.
* Reproduction or unauthorized use is strictly prohibited.

**Final Reminder**

✅ Register before **22 May 2025**

✅ Complete online modules by **29 May 2025**

✅ Prepare necessary documents

✅ Be ready to participate actively

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**IECQ 5-Day HSPM Technical Training Workshop Registration Form:**

Please forward registrations to Donna Croft [info@iecq.org](mailto:info@iecq.org) and cc [donna.croft@iecq.org](mailto:Donna.Croft@iecq.org)

Please complete using English only

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| --- | --- | --- | --- | --- |
| **Workshop Location: SGS Taiwan – Hybrid/Taipei** | | | **Dates: 05~06 + 09~11 June 2025** | |
| **Participant(s) from IECQ CB’s** | | | **Workshop ID: TWSHH22** | |
| IECQ CB Name: | | | | |
| IECQ CB Address: | | | | |
| IECQ CB Contact Person: | | | | IECQ CB Contact E-Mail: |
| Participant(s) | | | | |
| Title  Mr., Ms. | Family Name | Given Name(s) | | E-Mail: |
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**Please select a payment method:**

**IECQ CB Members** Please invoice in CHF including a wire transfer fee to IECQ CB as detailed above

**IECQ CB Resources paying directly** Please invoice in CHF and provide a Payment Service link so I can pay by using one of the international cards accepted.

Types of International Cards accepted Visa, MasterCard, American Express, PayPal, JCB and ChinaUnionPay.

**Registrations are not refundable.**

IECQ HSPM Training Workshop will be run over 5-days + Plus 1-day of e-Learning (before the workshop commences). | IECQ HSPM 培训研讨会将持续 5 天 + 外加 1 天的在线学习（在研讨会开始之前）.

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IECQ HSPM Pre-workshop e-Learning Module - Knowledge and Understanding. | IECQ HSPM 研讨会前电子学习模块 - 知识和理解。

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| Time | On-Line e-Learning Topics |
| 50 Minute Tutorial | IECQ Conformity Assessment System – An Introduction  IECQ 合格评定系统 - 简介 (Q-M30-U01, knowledge) |
| 100 Minute Tutorial  60 Minute Exam | IECQ General Rules & Procedures – What to know in IECQ 03-1  IECQ 通用规则和程序 – IECQ 03-1 中的知识点 (Q-M31-U01, includes Exam) |
| 15 Minute Tutorial | IECQ HSPM Scheme – An introduction  IECQ HSPM 方案 – 简介 (Q-M35-U01, knowledge) |
| 80 Minute Tutorial  45 Minute Exam | An Introduction and Overview IEC 62321 Series  – Test Methods for Determination of Certain Substances in Electrotechnical Products  IEC 62321 系列简介和概述  – 测定电工产品中某些物质的试验方法 (Q-M35-U62321, includes Exam) |
| Estimated Required Time | You will need approximately 5.75 hours to complete this module.  **NOTE: All video materials shall be reviewed in full (subtitles are available if spoken language not in Mandarin). There is a minimum time requirement.**  **This requirement is tracked and contributes to the overall score.**  您将需要大约 5.75 小时来完成此模块。  注意：所有视频材料都应完整审查（如果口语不是普通话，则可以使用字幕）。  有最短时间要求。 此要求会被跟踪并计入总分。 |

IECQ HSPM Auditor / Resource Training Agenda Days 1 ~ 5  
IECQ HSPM 审核员/资源 培训议程第 1 ~ 5 天

|  |  |  |
| --- | --- | --- |
| Time (Day 1)  **Time Zone** | IECQ Hazardous Substance Process Management Topics  **Remotely Deployed – (MS Teams)** | |
| **8:00 to 8:30 BJT**  8:00 to 8:30 CST  10:00 to 10:30 AEST | **IECQ HSPM Workshop Remote Platform Open for connection and platform overview.**  **IECQ HSPM 研讨会远程平台开放用于连接和平台概述。** | |
| **8:30 to 9:00 BJT**  8:30 to 9:00 CST  10:30 to 11:00 AEST | **IECQ HSPM Workshop Introduction and Objectives + Recap on prerequisite e-Training modules IECQ HSPM 研讨会介绍和目标 + 对必备电子培训模块的回顾** | |
| **9:00 to 10:40 BJT**  9:00 to 10:30 CST  11:00 to 12:30 AEST | **Q-M35-U10** | **European Legislation – EU RoHS**  **欧洲立法 – 欧盟 RoHS** |
| **10:40 to 10:50 BJT**  10:40 to 10:50 CST  12:40 to 12:50 AEST | **Session Break 休息时间** | **[10 minutes]** |
| **10:50 to 11:00 BJT**  10:50 to 11:00 CST  12:50 to 13:00 AEST | **Session Quiz / Exercises** | **‘European Legislation’ | 欧洲立法  Class Exercises 1, EU RoHS | 课堂练习 1, 欧盟 RoHS 2** |
| **11:00 to 11:45 BJT**  11:00 to 11:45 CST  13:00 to 13:45 AEST | **Q-M35-U11** | **European Legislation – EU WEEE**  **欧洲立法 – 欧盟 WEEE** |
| **11:45 to 12:15 BJT**  11:45 to 12:15 CST  13:45 to 14:15 AEST | **Session Quiz / Exercises** | **‘European Legislation’ | 欧洲立法 Class Exercises 2, EU WEEE | 课堂练习 2, 欧盟 WEEE Class Exercises 3, EU RoHS | 课堂练习 3, 欧盟 RoHS Class Exercises 4, EU RoHS & WEEE | 课堂练习 4, 欧盟 RoHS & WEEE** |
| **12:15 to 13:15 BJT**  12:15 to 13:15 CST  14:15 to 15:15 AEST | **Session Break 休息时间** | **[60 minutes]** |
| **13:15 to 13:55 BJT**  13:15 to 13:55 CST  15:15 to 15:55 AEST | **Session Quiz / Exercises** | **‘European Legislation’ | 欧洲立法**  **Class Exercises 5, EU RoHS & WEEE | 课堂练习 5, 欧盟 RoHS & WEEE**  **Class Exercises 6, EU RoHS | 课堂练习 6, 欧盟 RoHS**  **Class Exercises 7, EU Directives |课堂练习 7, 欧盟指令**  **Class Exercises 8, EU Directives |课堂练习 8, 欧盟指令** |
| **13:55 to 14:30 BJT**  13:55 to 14:30 CST  15:55 to 16:30 AEST | **Q-M35-U12** | **European Legislation – EU Packaging Directive**  **欧洲立法 –欧盟包装指令** |
| **14:30 to 14:50 BJT**  14:30 to 14:50 CST  16:30 to 16:50 AEST | **Session Quiz / Exercises** | **‘European Legislation’ | 欧洲立法**  **Class Exercises 9, EU Packaging Directive | 课堂练习 9, 欧盟 包装指令**  **Class Exercises 10, EU Packaging Directive | 课堂练习 10, 欧盟 包装指令**  **Class Exercises 11, EU Packaging Directive | 课堂练习 11, 欧盟 包装指令** |
| **14:50 to 15:15 BJT**  14:50 to 15:15 CST  16:50 to 17:15 AEST | **Q-M35-U13** | **‘Legislation’ HSPM – Halogen Control**  **“立法”HSPM –卤素控制** |
| **15:15 to 15:25 BJT**  15:15 to 15:25 CST  17:15 to 17:25 AEST | **Session Break 休息时间** | **[10 minutes]** |
| **15:25 to 15:35 BJT**  15:25 to 15:35 CST  17:25 to 17:35 AEST | **Session Quiz / Exercises** | **‘Legislation’ HSPM | “立法”HSPM**  **Class Exercises 12, Halogen Control | 课堂练习 12, 卤素管控** |
| **15:35 to 17:10 BJT**  15:35 to 17:10 CST  17:35 to 19:10 AEST | **Q-M35-U14** | **European Legislation – EU REACH Regulation**  **欧洲立法 – 欧盟 REACH 法规** |
| **17:10 to 17:30 BJT**  17:10 to 17:30 CST  19:10 to 19:30 AEST | **Session Quiz / Exercises** | **‘European Legislation’ | 欧洲立法**  **Class Exercises 13, EU REACH Regulation | 课堂练习 13, 欧盟 REACH 法规**  **Class Exercises 14, EU REACH Regulation | 课堂练习 14, 欧盟 REACH 法规** |
|  |  | |
| Time (Day 2)  **Time Zone** | IECQ Hazardous Substance Process Management Topics  **Remotely Deployed – (MS Teams)** | |
| **9:00 to 9:30 BJT**  9:00 to 9:30 CST  11:00 to 11:30 AEST | **Q-M35-U20** | **Other Global Legislation – Japan RoHS, J-MOSS, Korean RoHS**  **其他全球法规 – 日本 RoHS, J-MOSS, 韩国 RoHS** |
| **9:30 to 10:10 BJT**  9:30 to 10:10 CST  11:30 to 12:10 AEST | **Q-M35-U21** | **Other Global Legislation – China RoHS 2**  **其他全球法规 – 中国 RoHS 2** |
| **10:10 to 10:25 BJT**  10:10 to 10:25 CST  12:10 to 12:25 AEST | **Session Quiz / Exercises** | **‘Other Global Legislation’ | 其他全球立法**  **Class Exercises 15, China RoHS 2 | 课堂练习 15, 中国 RoHS 2** |
| **10:25 to 10:35 BJT**  10:25 to 10:35 CST  12:25 to 12:35 AEST | **Session Break 休息时间** | **[10 minutes]** |
| **10:35 to 11:15 BJT**  10:35 to 11:15 CST  12:35 to 12:15 AEST | **Q-M35-U23** | **Other Global Legislation – Introduction of California Proposition 65**  **其他全球立法 – 加州 65 号提案的介绍** |
| **11:15 to 11:20 BJT**  11:15 to 11:20 CST  13:15 to 13:20 AEST | **Session Quiz / Exercises** | **‘Other Global Legislation’ | 其他全球立法**  **Class Exercises 16, California Proposition 65 | 课堂练习 16，加州 65 号提案** |
| **11:20 to 11:25 BJT**  11:20 to 11:25 CST  13:20 to 13:25 AEST | **Q-M35-U30** | **Customer Specified Requirements – (Where to find, keep updated) 客户指定的要求 –（在哪里可以找到，保持更新** |
| **11:25 to 12:00 BJT**  11:25 to 12:00 CST  13:25 to 14:00 AEST | **Q-M35-U32** | **Customer Specified Requirements – Sony 客户指定要求 – 索尼** |
| **12:00 to 13:00 BJT**  12:00 to 13:00 CST  14:00 to 15:00 AEST | **Session Break 休息时间** | **[60 minutes]** |
| **13:00 to 13:15 BJT**  13:00 to 13:15 CST  15:00 to 15:15 AEST | **Session Quiz / Exercises** | **‘Customer Specified Requirements’ | 客户指定的要求**  **Class Exercises 17, Sony | 课堂练习 17，索尼** |
| **13:15 to 13:55 BJT**  13:15 to 13:55 CST  15:15 to 15:55 AEST | **Q-M35-U31** | **Customer Specified Requirements – Apple 客户指定要求 – 苹果** |
| **13:55 to 14:25 BJT**  13:55 to 14:25 CST  15:55 to 16:25 AEST | **Session Quiz / Exercises** | **‘Customer Specified Requirements’ | 客户指定的要求**  **Class Exercises 18, Apple | 课堂练习 18，苹果** |
| **14:25 to 14:45 BJT**  14:25 to 14:45 CST  16:25 to 16:45 AEST | **Q-M35-U15** | **Recall Case Sharing  召回案例分享** |
| **14:45 to 15:20 BJT**  14:45 to 15:20 CST  16:45 to 17:20 AEST | **Legislation** | **Additional Guidance, Re-Cap & Questions  额外的指导、重述和问题** |
| **15:20 to 15:30 BJT**  15:20 to 15:30 CST  17:20 to 17:30 AEST | **Session Break 休息时间** | **[10 minutes]** |
| **15:30 to 17:30 BJT**  15:30 to 17:30 CST  17:30 to 19:30 AEST | **Exam Time 考试时间** | **Legislation Knowledge Exam (2.0 hours) 立法知识考试（2.0小时）** |
|  |  | |
| Time (Day 3)  **Time Zone** | IECQ Hazardous Substance Process Management Topics  **Face-to-Face - Shenzhen** | |
| **8:40 to 9:10 BJT**  8:40 to 9:10 CST  10:40 to 11:10 AEST | **IECQ HSPM Workshop Introduction and Objectives + Workshop Legislation Re-Cap and Q&A IECQ HSPM 研讨会介绍和目标 +研讨会立法重新上限和问答** | |
| **9:10 to 9:45 BJT**  9:10 to 9:45 CST  11:10 to 11:45 AEST | **How to demonstrate compliance with regulations “Due Diligence” 如何证明遵守法规“尽职调查”** | |
| **9:45 to 10:30 BJT**  9:45 to 10:30 CST  11:45 to 12:30 AEST | **IECQ QC 080000** | **Clause 1, Scope | 条款 1，范围 Subclause 1.1, General | 子条款 1.1，一般 Subclause 1.2, Application | 子条款 1.2，应用**  **Clause 2, Normative References | 条款 2，规范性参考文献**  **Clause 3, Term and Definitions | 条款 3，术语和定义** |
| **10:30 to 10:40 BJT**  10:30 to 10:40 CST  12:30 to 12:40 AEST | **Session Break 休息时间** | **[10 minutes]** |
| **10:40 to 11:00 BJT**  10:40 to 11:00 CST  12:40 to 13:00 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Quiz 1, Legal Compliance | 课堂测验 1, 法律合规性**  **Class Quiz 2, Subclause 1.2 Application | 课堂测验 2, 子条款 1.2，应用**  **Class Quiz 3, Clause 2 Normative References | 课堂测验 3, 条款 2，规范性参考文献** |
| **11:00 to 12:15 BJT**  11:00 to 12:15 CST  13:00 to 12:15 AEST | **IECQ QC 080000** | **Clause 4, Context of the Organization | 条款 4, 组织环境**  **Subclause 4.1, Understanding the organization and its context  子条款 4.1, 理解组织及其环境**  **Class Example 4.1 | 类示例 4.1**  **Subclause 4.2, Understanding the needs and expectations of interested parties 子条款 4.2, 理解相关方的需求和期望**  **Class Example 4.2 | 类示例 4.2**  **Subclause 4.3, Determining the scope of the HSPM system 子条款 4.3, 确定HSPM体系的范围**  **Subclause 4.4, HSPM system and its processes | 子条款 4.4, HSPM体系及其过程** |
| **12:15 to 13:15 BJT**  12:15 to 13:15 CST  14:15 to 15:15 AEST | **Session Break 休息时间** | **[60 minutes]** |
| **13:15 to 13:35 BJT**  13:15 to 13:35 CST  15:15 to 15:35 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Quiz 4, Clause 4.1 Organization and its Context | 课堂测验 4, 组织环境**  **Class Quiz 5, Clause 4.1 Context of Products | 课堂测验 5, 产品上下文**  **Class Quiz 6, Clause 4.1 HSF Requirements | 课堂测验 6, HSF 要求** |
| **13:35 to 13:55 BJT**  13:35 to 13:55 CST  15:35 to 15:55 AEST | **IECQ QC 080000** | **Clause 5, Leadership | 条款 5, 领导作用**  **Subclause 5.1, Leadership and commitment | 子条款 5.1, 领导作用和承诺**  **Subclause 5.2, HSF Policy | 子条款 5.2, HSF方针**  **Subclause 5.3, Organizational roles, responsibilities and authorities  子条款 5.3, 组织的岗位、职责和权限** |
| **13:55 to 14:10 BJT**  13:55 to 14:10 CST  15:55 to 16:10 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Quiz 7, Clause 5.3 Roles and Responsibilities | 课堂测验 7, 角色和职责**  **Class Quiz 8, Clause 5.2 HSF Policy Communication | 课堂测验 8, HSF 政策沟通** |
| **14:10 to 15:15 BJT**  14:10 to 15:15 CST  16:10 to 17:15 AEST | **IECQ QC 080000** | **Clause 6, Planning | 条款 6, 策划**  **Subclause 6.1, Actions to address risks and opportunities  子条款 6.1, 应对风险和机遇的措施**  **Class Example 6.1 | 类示例 6.1**  **Subclause 6.2, HSF objectives and planning to achieve them**  **子条款 6.2, HSF目标及其实现的策划**  **Subclause 6.3, Planning of changes | 子条款 6.3, 变更的策划** |
| **15:15 to 15:25 BJT**  15:15 to 15:25 CST  17:15 to 17:25 AEST | **Session Break 休息时间** | **[10 minutes]** |
| **15:25 to 15:40 BJT**  15:25 to 15:40 CST  17:25 to 17:40 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Quiz 9, Clause 6.1.2 Organization NOTE | 课堂测验 9, 组织'注'**  **Class Quiz 10, Clause 6.2.1 Objectives | 课堂测验 10, 目标** |
| **15:40 to 16:00 BJT**  15:40 to 16:00 CST  17:40 to 18:00 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Quiz 11, Clause 6.3 Planning Changes | 课堂测验 11, 规划变更**  **Class Exercise 1, NCR - Risk Analysis | 课堂练习 1, NCR - 风险分析** |
| **16:00 to 16:30 BJT**  16:00 to 16:30 CST  18:00 to 18:30 AEST | **IECQ QC 080000** | **Clause 7, Support | 条款 7, 支持**  **Subclause 7.1, Resources | 子条款 7.1, 资源** |
| **16:30 to 16:45 BJT**  16:30 to 16:45 CST  18:30 to 18:45 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Quiz 12, Clause 7.1.5 Monitoring and Measuring Equipment | 课堂测验 12, 监测和测量设备** |
| **16:45 to 17:00 BJT**  16:45 to 17:00 CST  18:45 to 19:00 AEST | **IECQ QC 080000** | **Clause 7, Support | 条款 7, 支持**  **Subclause 7.2, Competence | 子条款 7.2, 能力** |
| **17:00 to 17:30 BJT**  17:00 to 17:30 CST  19:00 to 19:30 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Exercise 2, NCR - XRF Operator | 课堂练习 2, NCR - XRF 操作员**  **Class Exercise 3, NCR - Technical Files | 课堂练习 3, NCR - 技术文件** |
|  |  | |
| Time (Day 4)  **Time Zone** | IECQ Hazardous Substance Process Management Topics  **Face-to-Face - Shenzhen** | |
| **9:00 to 9:10 BJT**  9:00 to 9:10 CST  11:00 to 11:10 AEST | **IECQ QC 080000** | **Clause 7, Support | 条款 7, 支持**  **Subclause 7.3, Awareness | 子条款 7.3, 意识** |
| **9:10 to 9:25 BJT**  9:10 to 9:25 CST  11:10 to 11:25 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Quiz 13, Clause 7.3 Awareness | 课堂测验 13, 意识** |
| **9:25 to 9:35 BJT**  9:25 to 9:35 CST  11:25 to 11:35 AEST | **IECQ QC 080000** | **Clause 7, Support | 条款 7, 支持**  **Subclause 7.4, Communication | 子条款 7.4, 沟通** |
| **9:35 to 9:40 BJT**  9:35 to 9:40 CST  11:35 to 11:40 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Quiz 14, Clause 7.4 Internal & External Communications | 课堂测验 14, 内部和外部沟通** |
| **9:40 to 9:50 BJT**  9:40 to 9:50 CST  11:40 to 11:50 AEST | **IECQ QC 080000** | **Clause 7, Support | 条款 7, 支持**  **Subclause 7.5, Documentation information | 子条款 7.5, 成文信息** |
| **9:50 to 10:30 BJT**  9:50 to 10:30 CST  11:50 to 12:30 AEST | **IECQ QC 080000** | **Clause 8, Operation | 条款 8, 运行**  **Subclause 8.1, Operational planning and control | 子条款 8.1, 运行的策划和控制**  **Class Example 8.1 | 类示例 8.1** |
| **10:30 to 10:40 BJT**  10:30 to 10:40 CST  12:30 to 12:40 AEST | **Session Break 休息时间** | **[10 minutes]** |
| **10:40 to 11:00 BJT**  10:40 to 11:00 CST  12:40 to 13:00 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Exercise 4, NCR - Operational Planning and Control  课堂练习 4, NCR - 运行的策划和控制**  **Class Exercise 5, NCR - XRF Testing Equipment | 课堂练习 5, NCR - XRF 测试设备** |
| **11:00 to 11:20 BJT**  11:00 to 11:20 CST  13:00 to 13:20 AEST | **IECQ QC 080000** | **Clause 8, Operation | 条款 8, 运行**  **Subclause 8.2, HSF requirements for products and services  子条款 8.2, 产品和服务的HSF要求** |
| **11:20 to 11:40 BJT**  11:20 to 11:40 CST  13:20 to 13:40 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Quiz 15, Clause 8.2.2 Determining HSF requirements for products and services  课堂测验 15, 产品和服务HSF要求的确定**  **Class Exercise 6, NCR - Not Latest Version of RoHS Directive  课堂练习 6, NCR - 不是最新版本的 RoHS 指令** |
| **11:40 to 12:15 BJT**  11:40 to 12:15 CST  13:40 to 14:15 AEST | **IECQ QC 080000** | **Clause 8, Operation | 条款 8, 运行**  **Subclause 8.3, Design and development of products and services  子条款 8.3, 产品和服务的设计和开发**  **Subclause 8.3.1 General | 子条款 8.3.1, 总则**  **Subclause 8.3.2 Design and development planning | 子条款 8.3.2, 设计和开发策划**  **Subclause 8.3.3 Design and development inputs | 子条款 8.3.3, 设计和开发输入**  **Class Example 8.3.3 | 类示例 8.3.3** |
| **12:15 to 13:15 BJT**  12:15 to 13:15 CST  14:15 to 15:15 AEST | **Session Break 休息时间** | **[60 minutes]** |
| **13:15 to 14:00 BJT**  13:15 to 14:00 CST  15:15 to 16:00 AEST | **IECQ QC 080000** | **Clause 8, Operation | 条款 8, 运行**  **Subclause 8.3, Design and development of products and services  子条款 8.3, 产品和服务的设计和开发**  **Subclause 8.3.4 Design and development controls | 子条款 8.3.4, 设计和开发控制**  **Subclause 8.3.5 Design and development outputs | 子条款 8.3.5, 设计和开发输出**  **Subclause 8.3.6 Design and development changes | 子条款 8.3.6, 设计和开发更改**  **Class Example 8.3.4 | 类示例 8.3.4** |
| **14:00 to 14:15 BJT**  14:00 to 14:15 CST  16:00 to 16:15 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Quiz 16, Clause 8.3.4 Design & Development Control | 课堂测验 16, 设计和开发控制** |
| **14:15 to 15:00 BJT**  14:15 to 15:00 CST  16:15 to 17:00 AEST | **IECQ QC 080000** | **Clause 8, Operation | 条款 8, 运行**  **Subclause 8.4, Control of externally provided processes, products and services  子条款 8.4, 外部提供的过程、产品和服务的控制**  **Class Example 8.4 | 类示例 8.4** |
| **15:00 to 15:15 BJT**  15:00 to 15:15 CST  17:00 to 17:15 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Exercise 7, NCR - Information for External Providers  课堂练习 7, NCR - “为”外部提供者的信息** |
| **15:15 to 15:25 BJT**  15:15 to 15:25 CST  17:15 to 17:25 AEST | **Session Break 休息时间** | **[10 minutes]** |
| **15:25 to 16:55 BJT**  15:25 to 16:55 CST  17:25 to 18:55 AEST | **IECQ QC 080000** | **Clause 8, Operation | 条款 8, 运行**  **Subclause 8.5, Production and service provision | 子条款 8.5, 生产和服务提供**  **Class Example 8.5.1 | 类示例 8.5.1** |
| **16:55 to 17:10 BJT**  16:55 to 17:10 CST  18:55 to 19:10 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Exercise 8, NCR - Identification and Traceability | 课堂练习 8, NCR - 标识和可追溯性** |
| **17:10 to 17:15 BJT**  17:10 to 17:15 CST  19:10 to 19:15 AEST | **IECQ QC 080000** | **Clause 8, Operation | 条款 8, 运行**  **Subclause 8.6, Release of products and services | 子条款 8.6, 产品和服务的放行** |
| **17:15 to 17:30 BJT**  17:15 to 17:30 CST  19:15 to 19:30 AEST | **IECQ QC 080000** | **Clause 8, Operation | 条款 8, 运行**  **Subclause 8.7, Control of nonconforming outputs | 子条款 8.7, 不合格输出的控制** |
|  |  | |
| Time (Day 5)  **Time Zone** | IECQ Hazardous Substance Process Management Topics  **Face-to-Face - Shenzhen** | |
| **9:00 to 9:20 BJT**  9:00 to 9:20 CST  11:00 to 11:20 AEST | **IECQ QC 080000** | **Clause 9, Performance evaluation | 条款 9, 绩效评价**  **Subclause 9.1, Monitoring, measurement, analysis and evaluation  子条款 9.1, 监视、测量、分析和评价** |
| **9:20 to 9:35 BJT**  9:20 to 9:35 CST  11:20 to 11:35 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Quiz 17, Clause 9.1.3 Analysis and Evaluation | 课堂测验 17, 分析与评价** |
| **9:35 to 9:50 BJT**  9:35 to 9:50 CST  11:35 to 11:50 AEST | **IECQ QC 080000** | **Clause 9, Performance evaluation | 条款 9, 绩效评价**  **Subclause 9.2, Internal audit | 子条款 9.2, 内部审核** |
| **9:50 to 10:00 BJT**  9:50 to 10:00 CST  11:50 to 12:00 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Exercise 9, NCR Internal Audit Process | 课堂练习 9, NCR - 内部审核流程** |
| **10:00 to 10:15 BJT**  10:00 to 10:15 CST  12:00 to 12:15 AEST | **IECQ QC 080000** | **Clause 9, Performance evaluation | 条款 9, 绩效评价**  **Subclause 9.3, Management review | 子条款 9.3, 管理评审** |
| **10:15 to 10:35 BJT**  10:15 to 10:35 CST  12:15 to 12:35 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Exercise 10, NCR - Management Review Compliance  课堂练习 10, NCR - 管理审查合规性** |
| **10:35 to 10:45 BJT**  10:35 to 10:45 CST  12:35 to 12:45 AEST | **Session Break 休息时间** | **[10 minutes]** |
| **10:45 to 11:05 BJT**  10:45 to 11:05 CST  12:45 to 13:05 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Exercise 11, NCR - Management Review Inputs | 课堂练习 11, NCR - 管理评审输入** |
| **11:05 to 11:15 BJT**  11:05 to 11:15 CST  13:05 to 13:15 AEST | **IECQ QC 080000** | **Clause 10, Improvement | 条款 10, 改进**  **Subclause 10.1, General | 子条款 10.1, 总则**  **Subclause 10.2, Nonconformity and corrective action | 子条款 10.2, 不合格和纠正措施**  **Subclause 10.3, Continual improvement | 子条款 10.3, 持续改进** |
| **11:15 to 11:25 BJT**  11:15 to 11:25 CST  13:15 to 13:25 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Quiz 18, Clause 10.2 Nonconformity and Corrective Action  课堂测验 18, 不合格和纠正措施** |
| **11:25 to 12:15 BJT**  11:25 to 12:15 CST  13:25 to 14:15 AEST | **IECQ QC 080000** | **Case Study #3** |
| **12:15 to 13:15 BJT**  12:15 to 13:15 CST  14:15 to 15:15 AEST | **Session Break 休息时间** | **[60 minutes]** |
| **13:15 to 13:55 BJT**  13:15 to 13:55 CST  15:15 to 15:55 AEST | **IECQ QC 080000** | **IECQ HSPM Rules & Procedures (IECQ 03-5) | IECQ HSPM计划程序规则**  **IECQ OD 10 Initial qualification of the auditor and ongoing qualification | 审核员的初始资格和正在进行的资格**  **IECQ HSPM related Technical Notice | IECQ HSPM 相关技术通告**  **IECQ QC 080000 (CRF) Compliance Report Form | 合规报告表**  **IECQ QC 080000 (SAR) Site Assessment Report | 场地评估报告** |
| **13:55 to 14:50 BJT**  13:55 to 14:50 CST  15:55 to 16:50 AEST | **Session Quiz / Exercises** | **‘IECQ QC 080000’ IECQ HSPM Scheme | ‘IECQ QC 080000’ IECQ HSPM 方案**  **Class Exercise 12, Development of an Audit Plan | 课堂练习 12，审核计划的制定**  **Class Exercise 13, Opening and Closing Meetings | 课堂练习 13，“会议”的开场和结束** |
| **14:50 to 15:20 BJT**  14:50 to 15:20 CST  16:50 to 17:20 AEST | **IECQ QC 080000** | **Additional Guidance, Re-Cap & Questions 额外的指导、重述和问题** |
| **15:20 to 15:30 BJT**  15:20 to 15:30 CST  17:20 to 17:30 AEST | **Session Break 休息时间** | **[10 minutes]** |
| **15:30 to 17:30 BJT**  15:30 to 17:30 CST  17:30 to 19:30 AEST | **Exam Time 考试时间** | **IECQ CB Resources / Auditor Knowledge/Skill Exam (2.0 hours)**  **IECQ CB 资源/审核员知识/技能考试（2.0 小时）** |

**Note: Each chapter of the standard will include several exercises, which are led by the tutor and all participants shall be involved.  The performance of this will be the input of the final score of the auditor.**

**Course Packet Includes:**

* Electronic IECQ QC 080000:2017 Ed.4.0 IECQ HSPM International Specification [En] + Local Language Version
* Electronic booklet of workshop material, Inc. RoHS Directive 2011/65/EU, WEEE Directive 2012/19/EU

***Notes:***

1. *Course material and agenda are tentative and subject to change.*
2. *Exercises and Case Studies have been based on real world experiences and examples…*