

# Meeting WQA Ethical Standards Requirements



Updated: 19 March 2010

## One day \$385 inc GST

### Course Outline

This course is designed for those businesses that are required to meet WQA Ethical Audit requirements. It will cover guidance on written policy and procedural requirements to provide evidence of compliance to Woolworths Ethical Sourcing Policy; the audit process and what information will be required to be made available during an audit; and the management of the audit outcomes under WQA Appendix 2.

### What's included with the course fee?

Course notes, Certificate of Attainment/Assessment, lunch and morning/afternoon refreshments. All you need to bring is a pen.

### Prerequisites:

There are no prerequisites other than being a registered WQA Trade Partner.

### Who should attend?

Management Personnel of Businesses supplying Woolworths who are certified to WQA. Note - this course is not intended for anyone who does not hold a management position within WQA Certified Businesses.

### Registration

To register visit [www.haccptown.com](http://www.haccptown.com) or complete this form and send to Advancing Food Safety Pty Ltd, PO Box 29 Oatlands NSW 2117 Australia or fax it to (61 2) 9898 0564.

### Group Training

We can deliver this course at your workplace for a group of ten or more staff. Contact us for more information.

### Terms and Conditions

**Confirmation of Booking:** Bookings are limited in all courses. All bookings are confirmed by either post or email. Please ensure that you receive this confirmation or you may not be booked into the course.

**Course Fees:** Payment is required 14 days prior to the commencement of the course unless prior arrangements have been made with AFS. Advancing Food Safety reserves the right to withdraw any participant from a course if payment has not been received in accordance with our payment terms. Prices quoted are in Australian Dollars and include a 10% GST. Prices can change without notice. Group Training is quoted by proposal.

**Cancellations/Transfer:** Fees apply for cancellations or transfers within 14 days of the course. Notification of cancellations or transfers must be in writing. Substitution of delegates can be made at any time at no additional cost.

**Special Requirements:** If you require any additional assistance including dietary, audio, access and/or language requirements, please advise us upon registration.

AFS reserves the right to cancel any course due to insufficient numbers or circumstances beyond our control. Delegates will be notified as early as practical and offered either a full refund or transfer to the next course. AFS liability is limited to the course fee only and AFS cannot be held liable for travel, accommodation or other related expenses. In the event of withdrawing during the course, fees will be payable at a negotiated amount. All courses are presented in English only.

I acknowledge the above Terms and Conditions

Please tick if you do not wish to receive marketing material.

Please print clearly.

Course Location: \_\_\_\_\_ Course Date: \_\_\_\_\_ Course Time: 9.00am – 5.00pm\*

Title (Mr/Mrs/Ms): \_\_\_\_\_ First Name \_\_\_\_\_ Last Name: \_\_\_\_\_

Company: \_\_\_\_\_ Job Title: \_\_\_\_\_

Company Postal Address: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_ Special Needs: \_\_\_\_\_

How did you hear about this course?  HACCPtown website  Magazine  Referral from colleague/supervisor  Attended course previously  
 Brochure  Email  Phone contact

I will pay by:  Cheque payable to Advancing Food Safety Pty Ltd  Purchase Order No. (if applicable): \_\_\_\_\_

Direct Deposit (bank details will be supplied on invoice, please quote invoice number when making a payment)

Credit Card:  Mastercard  Visa  American Express (3.5% Surcharge applies)

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Card No. \_\_\_\_\_ Expiry Date: \_\_\_\_\_