

**Safety oversight in the area of Quality Management Systems (QMS)  
Sofia, Bulgaria**

**Tuesday, 24 September 2024**

*Location: Grand Hotel, Sofia*

<b>Time</b>	<b>Topic</b>	<b>Speaker / Facilitator</b>
Workshop starts at 09.30		
09.00-09.30	1. Welcome and Introduction	TBC
09.30 - 10.00	2. Overview of Quality Management Systems (QMS), understanding QMS, Q&A Session	TBC
10.00 - 10.30	3. Overview of QMS Evaluation Tool, how to use it, demonstration	TBC
10:30 - 11:00	<b>Coffee break</b>	
11:00 - 11:45	4. QMS Processes <ul style="list-style-type: none"> <li>• Key Processes of the QMS</li> <li>• Documented Processes</li> <li>• Document Control</li> </ul>	TBC
11:45 – 12:30	5. Organizational Roles, Responsibilities, and Authorities, Training & Competence	TBC
12:30 - 13:30	<b>Lunch</b>	
13:30 - 14:00	6. Scope of the QMS, Developing and Communicating Quality Policy and Objectives	TBC
14:00 - 15:30	7. Performance Monitoring & Evaluation, Continuous Improvement <ul style="list-style-type: none"> <li>• Monitoring and Evaluation Measures</li> <li>• Internal and Subcontractor Audits</li> <li>• Auditor qualification and independence</li> <li>• Corrective and Preventive Measures</li> <li>• Continuous Improvement</li> </ul>	TBC
15:30 - 16:00	<b>Coffee break</b>	
16:00 - 17:00	8. Risk Management in QMS <ul style="list-style-type: none"> <li>• Risk and Opportunities</li> <li>• Identifying and managing risks and opportunities in QMS</li> <li>• Interface with SMS.</li> </ul>	TBC

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