




Management Systems Certification Public Training Courses 2010 / 2011

Environmental Certification (ISO 14001 : 2004)			
ISO 14001 : 2004	Days	Price	Dates and Locations
Awareness & Implementation	1 day	£250	Contact us to see when this is likely to run
Internal Audit	2 days	£450	7 - 8 June 2010 (Park Hotel, Nr Bristol)

Environmental – Courses			
	Days	Price	Dates and Locations
Duty of Care – Waste Management	1 day	£250	Contact us to see when this is likely to run
*** NEW to VCA ***			
Sustainable Development	1 day	£150	14 June 2010 (Park Hotel, Nr Bristol) Note: This course can also be delivered in-house at your premises at a price of £700 per day.
IEMA Advanced EMS Auditor Accredited Course 	5 days	£990	17 to 21 May 2010; and 6-10 September 2010 (Tortworth Court Four Pillars Hotel, Nr Bristol)

Occupational Health & Safety (OHSAS 18001)			
OHSAS 18001	Days	Price	Dates and Locations
Awareness & Implementation	1 day	£250	Contact us to see when this is likely to run
Internal Audit	2 days	£450	14 & 15 September 2010 (Park Hotel, Nr Bristol)

Our Two Main Delivery Sites	
<p>The Park Hotel, Falfield, Nr Bristol, Gloucestershire, BS12 8DR</p> <p>www.parkhotelfalfield.co.uk/</p> 	<p>Tortworth Court Four Pillars Hotel, Wotton-Under-Edge, South Gloucestershire, GL12 8HH</p> <p>http://tortworth-court-hotel.four-pillars.co.uk/</p> 



Bespoke or Internal Training Needs

VCA is more than happy to talk to you about bespoke or internal training, but this can be dependant upon your certification status. Please feel free to contact us to discuss this further.

Prices

The above prices are per trainee for the whole course, VAT to be added. Charges include refreshments and lunch. The charges do NOT include overnight accommodation (please see below).

Hotel Accommodation

Whilst accommodation is NOT included in the price for the 2+ day courses, the courses are usually conducted at a hotel and VCA has preferential rate arrangements with those hotels (please contact the training manager for details, contact information below).

Discounts

If booking multiple places or if you have previously used our services, we may be able to apply discounts, please contact the Training Administration Manager (details below).

Terms and Conditions

1. Payment

Invoices must be paid prior to candidates undertaking the course unless by prior arrangement with VCA. **No course certificates will be issued unless full payment has been received.**

2. Cancellations and Changes

Cancellations made by the client less than 14 days prior to the course **will incur a full charge.**

Substitutes may be sent on the courses with **prior arrangement with VCA.**

In some instances, due to circumstances beyond our control VCA may need to postpone or cancel a course. **VCA reserves the right to cancel any course at any time without liability, and clients will be offered alternative dates or a full refund.**

VCA may change course content and update courses **without prior notice.**

3. Country Training Conducted In

Unless otherwise stated, all training is usually conducted in the United Kingdom.

Contact Us

Please do not hesitate to contact us if you have ANY questions about our training, especially if you wish to enquire about availability of places or actually make a booking. Our booking form can be obtained from our website

www.vca.gov.uk/training/training-courses.asp

Training Administration Manager: Steve Potheary Tel: **+44(0)117 952 4167**
email: steve.potheary@vca.gov.uk