Quality & Risk Management in Projects

Objetivos Gerais

To seize the importance of quality and risk management for the successful completion of projects.

Objetivos Específicos

At the end of training the trainees will be able to:

- Manage a project through quality systems, and make use efficiently of lessons from previous projects;
- Apply quality assurance and control tools to Project Management;
- Improve consistently the project management process in order to add value.

Destinatários

Personnel involved in the management of Oil & Gas projects.

Pré-requisitos

Os pré-requisitos necessários para frequentar este curso são:

- Ter acesso a um computador ou um tablet com ligação à Internet e um browser (programa para navegar na web), como o Chrome, Safari, Firefox ou Internet Explorer.
- Pode aceder ao curso a partir de qualquer computador (por exemplo, em casa e no escritório), tablet ou smartphone.

Carga Horária

30 horas

Conteúdo Programático

Módulo I - Quality management system
➢ Management of and by quality. Quality improvement cycle. ISO-9001 standard. Application to projects;
➢ Integrated management systems (quality, safety and health, environmental,
➢ security, social, societal);
➢ The project reference standard. Internal and external customer satisfaction.
➢ Management commitment;
➢ Project objectives, key performance indicators, role of the project team.

Módulo II - Quality process and organization
➢ The ISO-10006 standard: common points and differences vs ISO-9001.

- Constituents;
- Links between management and project process – Identification and cartography of the project processes;
- Project organization and quality responsibilities – Involvement of the management and quality independence vs organization efficiency;
- Key documents: execution plan, quality plan, procurement plan, EHS plan
- The project quality plan – The associated list of project management
- procedures;
- Related processes: interface management, documentation management,
- modification management, risk management

Módulo III - Quality control during execution
- External and internal quality audits;
- Surveillance plan: ke
- y principles, definition of the surveillance levels and tasks,
- document control, meetings, management of non-conformances, record management;
- Surveillance during procurement and construction: organization, methods, tools and resources needed for quality control at supplier´s premises.

Módulo IV - Quality feedback – Continuous improvement
- Key performance indicators. Periodical surveillance meetings and actions follow-up.
- Feedback: gathering, use for improvement, benchmarking;
- Principle of supplier documents review – Document approvals and updates;
- Use of project non-conformances for improvement purposes;
- Quality records. Project as-built documentation

Módulo V - Risk management system
- Definition of risk, gravity, probability, criticality;
- Risk identification methods, qualification, prioritization;
- Risk register: organization, owners, meetings and stake holders;
- Tools to monitor and update the risk register;
- Tools to put in place a risk mitigation system;
- Methods to follow-up progress and results

Metodologia

Este curso tem sempre presente o formador, que irá mesmo dar a formação presencial através da plataforma.

O Formando pode intervir juntamente com o formador ou com os restantes formandos tal como faz na sala de aula.

As apresentações e exercícios serão sempre disponibilizados pelo formador no final de cada sessão de formação.

No final do curso receberá um Certificado de Formação Profissional caso frequente pelo menos 90% das aulas, realize os trabalhos e os testes propostos, participe nas discussões online e tenha avaliação final positiva.

Esta formação é certificada e reconhecida.