

## API Q1 Implementation Training Course Details

November 15, 2021

### Overview

The 3-Day API Q1 Implementation training course provides a deep look into the API Q1, 9<sup>th</sup> Edition Addendum 2 Specification for Quality Management System Requirements for Manufacturing Organizations for the Petroleum and Natural Gas Industries.

This course has been designed by Mireaux Management Solutions based on years of experience implementing API Q1 Quality Management Systems, auditing Quality Management Systems, and training on API Q1. This course focuses on two areas:

- Background and application of API Q1, 9<sup>th</sup> Edition Addendum 2.
- In depth overview of each clause of the API Q1, 9<sup>th</sup> Edition Addendum 2 Specification for Quality Management System Requirements for Manufacturing Organizations for the Petroleum and Natural Gas Industries, explaining what the specification says, how to implement the specification in the real world, and how to audit it.

The course is filled with practical exercises and real application examples, to help participants develop a hands-on understanding that will facilitate the implementation of a world-class Quality Management System.

### Learning Objectives

By the end of the course, participants should have attained knowledge and understanding of the following concepts:

- Industry Applicability of the API Q1 specification.
- How to apply the Process Approach to identify the organization's core and support processes.
- The necessary steps to:
  - Implement a brand new Quality Management System based on API Q1.
  - Upgrade an existing Quality Management System from ISO 9001 to API Q1.
- Each of the API Q1 specification's clause requirements, how to implement each of these clauses in the real world, and how to audit them.
- The APIQR registration and certification process.

### Prerequisites

The API Q1 Implementation training course does not have any prerequisite courses.

For individuals with little or no previous knowledge of API Q1 or Quality Management Systems, who would like to maximize their knowledge; we recommend Mireaux's Fundamentals or Advanced Document Control course as a preamble and introduction to management systems, followed by an ISO 9001:2015 course (Implementation or Internal Auditor).

### Summary Agenda

The topics in this course include:

- Background and History of API Q1
- Quality Management Principles
- Structure of API Q1, 9<sup>th</sup> Edition Addendum 2

- The Process Approach
- About APIQR Registration and Certification Program
- Detail overview of Clause 4: Quality Management Systems Requirements
  - Quality Management System
  - Management Responsibility
  - Organization Capability
  - Documentation Requirements
- Detail overview of Clause 5: Product Realization
  - Contract Review
  - Planning
  - Risk Assessment and Management
  - Design and Development
  - Contingency Planning
  - Purchasing
  - Production and Servicing Provision
  - Control of Testing, Measuring, and Monitoring Equipment
  - Product Release
  - Control of Nonconforming Product
  - Management of Change (MOC)
- Detail overview of Clause 6: Quality Management System Monitoring, Measurement, Analysis, and Improvement
  - General
  - Monitoring, Measuring, and Improving
  - Analysis of Data
  - Improvement
  - Management Review

### Training Methods and Requirements

This course can be delivered via:

- Public Training via **Live Stream**
- Private Training at your facility, via **Live Stream**, or both

**Live Stream** Participants will need the following tools to effectively complete this course:

- Computer or laptop with MS Windows software or operating system compatible with MS Teams
- Audio and Visual equipment (i.e., webcam, microphone, headset, etc.)
- Strong Internet Connection

### Course Materials

Participants will receive printed comprehensive reference material, including:

- Training Course Workbook
- Workshops
- Training copy of the API Specification Q1

**Live Stream:** Training course material will be shipped to participants, 3-5 days prior to the start of training, to the shipping address provided at the time of registration.

**In-Person:** Training course material will be provided to participants on the first day of their arrival.

## **Duration and Course Hours**

The duration of this course is three days, as follows:

- Day 1 8:30 AM to 4:30 PM (CST)
- Day 2 8:30 AM to 4:30 PM (CST)
- Day 3 8:30 AM to 4:30 PM (CST)

## **Successful Completion of Course and Test**

Participants' successful completion of the course is determined by:

- Active participation and completion of workshops administered at various stages of the class.
- Completion of Test.

## **Certificate and Continuing Education Units (CEUs)**

A Certificate of Completion is provided to all participants upon successful completion of the course. The Certificate awards a total of 2.1 CEUs to participants who attend the entire duration of the course and pass the Test with a minimum score of 70%.

### **Training Services Disclosure Policy**

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