

## API Q2 2nd Edition Implementation Training Course Details

November 10, 2024

### Overview

The 3-Day API Q2 2nd Edition Implementation training course provides a deep look into the API Q2 Specification for Quality Management System Requirements for Service Supply Organizations for the Petroleum and Natural Gas Industries.

This course has been designed by Mireaux Management Solutions based on years of experience implementing API Q2 Quality Management Systems, auditing Quality Management Systems, and training on API Q2. This course focuses on two areas:

- Background and application of API Q2.
- In depth overview of each clause of the API Q2 Specification for Quality Management System Requirements for Service Supply 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.

Using a well-structured Case Study, real application examples and practical exercises, this course helps 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 Q2 Specification.
- How to use 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 Q2.
  - Upgrade an existing Quality Management System from ISO 9001 to API Q2.
- Each of the API Q2 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 Q2 2nd Edition Implementation training course does not have any prerequisite courses.

For individuals with little or no previous knowledge of API Q2 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 Amd. 1 course (Implementation or Internal Auditor).

### Summary Agenda

The topics in this course include:

- Background and History of API Q2
- Quality Management Principles

- Structure of API Q2
- The Process Approach
- About APIQR Registration and Certification Program
- Detail overview of Clause 4: Quality Management Systems Requirements
  - General
  - Management Responsibility
  - Organization Capability
  - Documentation Requirements
  - Control of Records
- Detail overview of Clause 5: Realization of Service and Service-related Product
  - Contract Review
  - Planning
  - Risk Assessment and Management
  - Design and Development
  - Contingency Planning
  - Purchasing
  - Execution of Service
  - Control of Testing, Measuring, Monitoring and Detection Equipment
  - Service Performance Validation
  - Control of Nonconformities
  - Management of Change (MOC)
- Detail overview of Clause 6: Quality Management System Measurement, Analysis, and Improvement
  - General
  - Monitoring, Measuring, and Improving
  - Analysis of Data
  - Improvement
  - Management Review

### Training Methods and Requirements

This course is live, Instructor-led, and can be delivered as follows:

- Public Training via **Live Stream**.
- Private Training In-Person at your facility, or via **Live Stream**.

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

- Computer or Laptop
- Microphone and Webcam
- Strong internet connection

### Course Materials

Participants will receive comprehensive reference material, including:

- Training Course Workbook
- Workshops
- Case Study
- Training copy of the API Specification Q2 2<sup>nd</sup> Edition

**Live Stream (within the US):** Hard copies of the 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.

**Live Stream (outside the US):** Soft copies of the training course material will be provided via SharePoint links which can be viewed, downloaded or printed, via email 3-5 days prior to the start of training.

**In-Person:** Hard copies of the training course material will be provided to participants on the first day upon arrival.

### **Duration and Course Hours**

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

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

Mireaux offers this training course Globally, therefore time zones will vary based on the class selected. Daily 30-min lunch and hourly breaks are scheduled throughout the duration of the course.

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

Participants' successful completion of the course is determined by:

- Active participation
- Completion of workshops administered at various stages of the class
- Completion of Implementation and Internal Auditor Tests

### **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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