

INTEGRATED SYSTEMS MANAGEMENT QES

MSc Degree in Integrated Management Systems QAS (Quality, Environment and Safety)

Code: 27801

Main Scientific Area: Health, Environment and Industrial Technologies

Lecturer: Martinha Susana Alves Pereira

Language of Instruction: Portuguese

Regime: S2

Contact Hours: 40h Total Workload: 153h

ECTS: 7,0

Objectives

Know methodologies for integrating quality management systems, environment and safety;

Know the requirements associated with food security;

Know the requirements associated with social responsibility.

Learning Outcomes

Identify the benefits of implementing an Integrated Management System (IMS);

Enter the clauses / sub-clauses of various references that could be integrated;

Define how to integrate the Policy;

Define the document structure of a IMS;

Set procedure for checking documents and records in a IMS;

Define the entries for review by management in a IMS;

Design document for setting goals / targets / program / planning;

Identify procedure for defining roles, responsibility, authority, competence;

Set procedure for Training and Awareness;

Set procedure for management of equipment and EMM's

Set procedure for incidents, Nonconformity, corrective and preventive actions;

Set procedure for audits.

Characterize the HACCP methodology according codex Alimentarius and ISO 22000;

Characterize the requirements associated with social responsibility references.

Course Contents

1.Motivations for the implementation of IMS

2.The PDCA cycle in IMS

3.Methodologies for system integration

4.Requirementsfor integration

-Policy

-Documents

-Control of documents and records

-Management review

-Objectives / goals / program / planning;

-Roles, responsibility, authority, competence;

-Training and Awareness;

-Management of equipment and EMM's;

-Incidents, Nonconformity, corrective and preventive actions;

-Audits.

5.Food Safety

-HACCP - Codex Alimentarius

-A ISO 2200

6.Social Responsibility

-ISO 26000

-SA 8000

Recommended Bibliography

NP EN ISO 9001:2015– Sistemas de Gestão da qualidade: requisitos

NP EN ISO 14001:2015 – Sistemas de gestão ambiental: requisitos e linhas de orientação para a sua utilização.

ISO 45001:2018 – Occupational health and safety management systems:requirements

ISO 22000:2018 – Sistemas de Gestão de Segurança Alimentar: requisitos

Gilberto Santos (Coordenador) (2018) – Implementação de Sistemas Integrados de Gestão – Qualidade, Ambiente e Segurança – Publindustria.

Rego, Pina e Cunha, Gonçalves e Cabral-Cardoso (2006),Gestão Ética e Socialmente Responsável, RH Editora, Lisboa

Rego, Pina e Cunha, Gonçalves e Cabral-Cardoso (2006),Manual de Comportamento Organizacional e Gestão, RH Editora, Lisboa

Srour, H.R. (2003)Ética Empresarial, A Gestão da Reputação,Elsevier Editora, Rio de Janeiro

ISO 26000 - Diretrizes sobre responsabilidade social.

SA 8000 - Responsabilidade Social 8000

Learning and Teaching Methods

Identify the benefits of implementing an Integrated Management System (IMS) - chapter 1,2

Enter the clauses / sub-clauses of various references that could be integrated - chapter 3

Define how to integrate the Policy-chapter 4

Define the document structure of a IMS -chapter 4

Set procedure for checking documents and records in a IMS-chapter 4

Define the entries for review by management in a IMS-chapter 4

Design document for setting goals / targets / program / planning -chapter 4

Identify procedure for defining roles, responsibility, authority, competence -chapter 4

Set procedure for Training and Awareness-chapter 4

Set procedure for management of equipment and EMM's-chapter 4

Set procedure for incidents, Nonconformity, corrective and preventive actions -chapter 4

Set procedure for audits.- chapter 4

Characterize the HACCP methodology according codex Alimentarius and ISO 22000 - chapter 5

Characterize the requirements associated with social responsibility references - chapter 6

Assessment Methods

Continuous evaluation

ð Assessment Exercise: avaluation test (50%), project IMS (35%) e project FS (15%)

The minimum value in each assessment instrument is 8,5 values (on a sclae of 0-20 values)

The student is approved when the final grade is higher or equal to 9,5 values.

Evaluation by supplementary examThe exam will correspond to 100% of the evaluation and will have a minimum grade of 10 values.