

Infoprojekt Consulting :: capability overview

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Reporting and Compliance

Every organisation needs to assess their level of risk. To ensure best practice and the continual improvement of a project based culture; clear, concise and measurable reporting is required.

Infoprojekt Consulting provides consulting services such as:

- o gap analysis and documentation review in developing quality, safety and environment Management Systems
- o pre-certification assessment
- o developing and implementing risk assessments
- o developing and implementing a risk management plan
- o improving standard operating procedures (SOP)
- o developing procedures and processes leading to the implementation of QA systems
- o establishing an internal audit program
- o carrying out 2nd party audits on suppliers



Sustainable Business Improvement

Evaluating your organisation's current human and system resources, processes, tools and procedures is essential for sustaining business in tomorrow's economic climate. A needs or gap analysis helps in understanding and evaluating areas for improvement. The framework and methodology used for undertaking this is supported by **SCRAM**[®]

SCRAM[®] is driven by a business reference model (Sustainable Customer Retention & Acquisition Model) which supports current integrated management systems (IMS) methodology. This includes quality, risk, environment and OHS management systems that comply with Australian and international standards and regulations.



Training Systems

SCRAM[®] helps facilitate learning and training across your organisation. Supported by IMS methodology, programs and projects are initiated in accordance with the organisation's requirements.

Training agendas can include (but are not limited to):

- o workshop and on-site programs
- o seminars and conferences
- o e-learning projects - incorporating instructional design and learning content management systems
- o summative, formative and diagnostic assessments
- o enterprise risk management planning
- o operational risk assessments
- o Root Cause Analysis models
- o project management methodology
- o principles of lean methodology
- o preparing and managing budgets and financial plans
- o project engineering methodology
- o ISO management systems training

For further information contact Stephen Mears:

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We offer services as:
subject matter experts (SMEs); training, tutoring and mentoring capabilities; consulting in the form of gap analysis and documentation review.

Areas of expertise:
Project Management
Risk Management
ISO management systems
Lean Systems
Carbon Management Planning
Instructional competency based learning material
Training delivery and facilitation

