Course unit title:			Course unit code::
Field of study:	**Integrated management systems**		
ZiIP	**Zintegrowane systemy zarządzania**		
Semester:	Teaching methods:	Number of hours/week:	Number of ECTS credits:
I	**Lecture**	**15**	**4**
Level of study:	**Tutorial**	**15**	
II	**Laboratory**		Form of passing:
Form of study	**Seminar**	**15**	**test**
Stationary studies	**Project**		

Teacher:	**Dr inż. Edyta Kardas**

COURSE PURPOSES:
C1. Transfer to the students knowledge about the issue of implementation of integrated management systems
C2. Acquainting students with the issues of construction of various management systems, including industrial systems
C3. Acquainting students with the issues of auditing of integrated management systems

INITIAL REQUIREMENT FOR THE KNOWLEDGE, ABILITIES AND OTHER COMPETENCES:
1. Basic knowledge of the subjects: quality management, ecology of natural resources and environmental protection, occupational health and safety management. 2. Knowledge of analytical methods used in the management of companies. 3. Ability to work independently and in a group. 4. Ability to use literature resources and internet resources.

Course content - lecture	W1 – The essence of integrated management systems, advantages and disadvantages of the uses of IMS, purpose and reasons od implementation of IMS, standards of IMS, models of IMS
	W2 – Elements of Integrated Management Systems – Quality Management System
	W3 – Elements of Integrated Management Systems – Environmental Management System
	W4 – Elements of Integrated Management Systems – Occupational Health and Safety Management System
	W5 – Elements of Integrated Management Systems – Information Security Management System
	W6 – Food safety Management Systems – HACCP
	W7 – Industrial management systems
	W8 - Implementation and certification of IMS
	W9 - Auditing of IMS
	W10 - Assessment of IMS

Course content - seminar	S1 – The idea of IMS, elements of IMS
	S2 – Standards in the field of IMS and various management systems, including industrial management systems
	S3 – Quality Management System according to ISO 9001
	S4 – The assessment of Quality Management System - instruments

	S5 – Environmental Management System according to ISO 14001
	S6 – The effect of EMS on environmental protection
	S7 – Occupational Health and Safety Management System according to standard ISO 45001
	S8 – Occupational risk assessment in organisations
	S9– Industrial management systems – selected branch industry e.g.: food industry, automotive industry, railway industry, aerospace industry, medical industry, petrochemical and gas industry
	S10 - Auditing of IMS - legislation, audit plans
	S11 Stages in conducting of audits
	S12 – Auditor competences
	S13 – Ways of assessment of Integrated Management Systems

Course content - tutorial	C1 – Introduction to topic of IMS, definitions, standards
	C2 – Quality Management System: Model of QMS, elements of QMS, documentation od QMS, instruments of QMS
	C3 – Environmental Management System: legal documents releting to the environmental protection, Model of EMS, development and implementation of EMS
	C4 – Occupational Health and Safety Management System: legal aspects of OH&SMS, Model of OH&SMS, standard of OH&SMS – ISO 45001, development of OH&SMS, occupational risk assessment
	C5 Information Security Management System: standards, elements of ISMS, threats, risks, security of assets
	C6 – Food Safety Management Systems: legislation, production and higienic practices, documentation of FSMS
	C7 – Auditing of Integrated Management Systems: audit plans, audit tools, audits documents,
	C8 – Assessment of Integrated Management System – case study - test

Literature	1. ISO 9000 QUALITY MANAGEMENT SYSTEMS — FUNDAMENTALS AND VOCABULARY
	2. ISO 9001 QUALITY MANAGEMENT SYSTEMS — REQUIREMENTS
	3. ISO 14001 ENVIRONMENTAL MANAGEMENT SYSTEMS — REQUIREMENTS WITH GUIDANCE FOR USE
	4. ISO 45001 OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT SYSTEMS — REQUIREMENTS WITH GUIDANCE FOR USE
	5. ISO 19011 GUIDELINES FOR AUDITING MANAGEMENT SYSTEMS
	6. https://www.iso.org/home.html
	7. All materials available on Internet
	8. Other ISO standards

The effects of education	EU1 - Student has the knowledge relating to the issues of integrated management systems.
	EU2 - Student knows the essential components of structure of various integrated management systems.
	EU3 - Student knows the various assessment tools used for integrated management systems.

Teaching tools	1. – lecture with the use of audio-visual media
	2. – Tutorials – problems solving with help of teacher and discussion in group

	3. – Seminar – student speech and conducting the discussion - the use of audio-visual media

Ways of assessment (F – forming, P – summary)	F1. – assessment of preparing to tutorials
	F2. – assessment of the skills to apply the knowledge during tutorials
	F3. – assessment of the preparation of topic to speak during seminar
	F4. – assessment of the activity during the course
	P1. – assessment of knowledge gained during tutorials – final test
	P2. – assessment of the ability of presentation of the speech and holding discussion - seminar

STUDENT WORKLOAD *ECTS*

Form of activity	**Number of hours**	**ECTS**
Participation in lectures	**15**	**0,6**
Independent study of lectures	15	0,6
Participation in other classes (tutorials and seminars)	**30**	**1,2**
Preparing to tutorials and seminars	25	1
Preparing of project	0	0
Preparing to pass the course	10	0,4
Consultation	5	0,2
Total workload of students	**100**	**4**

Additional information:

Hours of classes available on the website	https://www.wip.pcz.pl/pl/student/plany
Hours of consultations available on the website	https://www.wip.pcz.pl/pl/kontakt/wyszukiwarka

The effects of education	The reference of the effect to the effects defined for the entire program (PEK)	Course purposes	Course content	Teachning tools
EU1	K_KW05 K_KU01 K_KU05 K_KU06 K_KO03	C1, C2, C3	W1-W10 S1-S13 C1-C8	F1-F4, P1
EU2	K_KW05 K_KU01 K_KU05 K_KU06 K_KO03	C1, C2, C3	W2-W8 S3-S9 C2-C8	F1-F4, P1
EU3	K_KW05 K_KU01 K_KU05 K_KU06 K_KO03	C1, C2, C3	W9-W10 S10-S13 C7-C8	F1-F4, P1

MATRIX OD REALIZATION OF EFFECTS OF EDUCATION

	For grade 2	For grade 3	For grade 4	For grade 5
EU1				
Student has the basic knowledge relating to the issues of integrated management systems	Student has no the basic knowledge relating to the issues of integrated management systems	Student is able to define the concept of IMS and can name the basic standards for IMS	Student is able to define the concept of IMS and can name and the basic and discuss generally standards for IMS	Student is able to define the concept of IMS and can name and the basic and discuss in detail standards for IMS
EU 2				
Student knows the essential components of structure of various integrated management systems	Student is not able to name basic systems included in IMS	Student is able to discuss generally basic systems including in IMS	Student is able to discuss in details basic systems including in IMS	Student is able to discuss in details basic systems including in IMS and identify similarities and differences between systems
EU3				
Student knows the various assessment tools used for integrated management systems	Student is not able to name any assessment tools used for integrated management systems	Student is not able to name various assessment tools used for integrated management systems	Student is not able to name various assessment tools and discuss selected assessment tools used for integrated management systems	Student is not able to name and discuss various assessment tools used for integrated management systems