

INSTITUTE FOR DESIGN OF ELECTRICAL MEASURING INSTRUMENTS, MUMBAI

OFFLINE TRAINING PROGRAMME

GENERAL REQUIREMENTS FOR THE COMPETENCE OF TESTING AND CALIBRATION LABORATORIES AND INTERNAL AUDIT as per ISO / IEC 17025:2017

(Course Code No. 2567104)

1. Duration : Four Days (Offline Training Programme)
2. Dates : 25th to 28th November 2025
3. Daily Timings : **09.30 am to 01.30 pm**
02.15 pm to 05.30 pm
4. Venue : **Training Programme will be conducted Offline.**
5. Fee/participant : **Rs. 14,160/-** (Rs. 12,000/- + 18 % GST) per participant
Payment can be transferred through NEFT/RTGS or DD drawn in favour of IDEMI, Payable at Mumbai in advance to confirm the nomination.
You can also make online payment on link:
<https://rzp.io/l/nNVeiVL6wk>

This course is designed for senior laboratory personnel involved in the management and establishment of laboratory quality systems, and establish/manage an internal audit programme for their laboratories as per laboratory accreditation standard ISO/IEC 17025:2017.

Course contents:

- * ISO/IEC 17025:2017 for each of its clause and to develop an understanding amongst the laboratory personnel.
- * General requirements, Structural requirements, Resource requirements, Process requirements and Management system requirements as per ISO/IEC 17025:2017.
- * Understanding on Quality system documentation for laboratory.
- * Identification of Documents, Procedures, Records and Retain records.
- * Techniques for conducting internal audit and reporting of the internal audit findings.
- * Management review and its contents.

On completion, participants will be able to:

- * Establish an internal audit program as required by ISO / IEC 17025:2017
- * Schedule plan, conduct, report on lab internal audits (including the documentation required)
- * Identify effective Internal Auditing Techniques, developing Quality Manual and Quality System Procedures.

6. Faculty: 1) Mrs. Anagha Sarode, Senior Calibration Consultant
2) Mr. Pankaj Ambekar, Senior Technical Assistant

7. Certificate of participation will be issued to each attending participant.

INSTITUTE FOR DESIGN OF ELECTRICAL MEASURING INSTRUMENTS

MUMBAI - 22

REGISTRATION FORM

Document ID: TRG:FF:03
Effective Date: 01/12/2016
Revision Status: 00

Enrollment-Cum-Batch Number :

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Course Name: General Requirements for the Competence of Testing & Calibration Laboratories & Internal Audit as per ISO/IEC 17025:2017

Date: 25th - 28th November 2025

Sr. No.	Particulars	Pre Fix	First Name	Middle Name	Surname
1.	Applicant's Name (In CAPITAL Letters)	Dr. / Mr. / Mrs./Miss/Ms.			
2.	Name to appear on certificate				
3.	Father's Name (In CAPITAL Letters)				
4.	Mother's Name (In CAPITAL Letters)				
5.	Date of Birth				
6.	Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>		
7.	Designation				
8.	Fees				
9.	Education				
10.	Identity Document				
11.	Mobile No.				
12.	Phone No. (With STD Code)				
13.	Company Name and Billing Address				
14.	GST NO.				
15.	E-mail ID for communication				
16.	Training Objective	Self Employment / Wage Employment / Not Decided			

Date:

Signature of Applicant/Participant

For office use only

PAYMENT PRE-RECEIPT

Received amount of Rs. _____ from _____

Receiver's Signature