

# 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. 2367104)

1. Duration : Four Days (Offline Training Programme)
2. Dates : 13th to 16th February 2024
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/nNVeiVI6wk>

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) Mr. Pradeep Gujarathi, Ex. Deputy Director (Elect.),  
2) Mr. Pankaj Ambekar, Senior Technical Assistant

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

\*\*\*\*\*



वैद्युतिक मापन उपयंत्र अभिकल्प संस्थान, मुंबई

**INSTITUTE FOR DESIGN OF ELECTRICAL  
MEASURING INSTRUMENTS, MUMBAI  
TECHNOLOGY CENTRE**



भारत सरकार की सोसाईटी  
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय,  
Government of India Society  
Ministry of Micro, Small & Medium Enterprises

**BANK MANDATE**

NAME OF THE ORGANISATION	INSTITUTE FOR DESIGN OF ELECTRICAL MEASURING INSTRUMENTS
BANK	INDUSTRIAL DEVELOPMENT BANK OF INDIA
BRANCH	CHEMBUR BRANCH
TYPE OF ACCOUNT	CURRENT ACCOUNT
ACCOUNT NO.	018102000013350
IFSC CODE	IBKL0000018
MICR CODE	400259005
IDEMI PAN AND GST NO.	AAA AI0012M AND 27AAA AI0012M1Z1
E MAIL	accounts@idemi.org

For Insitute For Design Of Electrical Measuring Instruments

  
Authorised Signatory

  
Authorised Signatory

Institute For Design of Electrical Measuring Instruments  
S T Tope Marg, Sion P O, Chunabhatti,  
Mumbai - 400022.



Swatantryaveer Tatya Tope Marg, Chunabhatti, Sion. P.O., Mumbai - 400 022. (M.S.)

Phone : (022) - 2405 0301/2/3/4 Fax : (022) - 2405 0016.

Website : [www.idemi.org](http://www.idemi.org) | Email : [info@idemi.org](mailto:info@idemi.org)



(Amended)

**Government of India**  
**Form GST REG-06**  
[See Rule 10(1)]

**Registration Certificate**

**Registration Number :27AAAAI0012M1Z1**

1.	Legal Name	INSTITUTE FOR DESIGN OF ELECTRICAL MEASURING INSTRUMENTS			
2.	Trade Name, if any	INSTITUTE FOR DESIGN OF ELECTRICAL MEASURING INSTRUMENT			
3.	Constitution of Business	Society/ Club/ Trust/ AOP			
4.	Address of Principal Place of Business	IDEMI BUILDING, ST TOPE MARG, SION PO, CHUNABHATTI, Mumbai City, Maharashtra, 400022			
5.	Date of Liability	01/07/2017			
6.	Date of Validity	From	01/07/2017	To	Not Applicable
7.	Type of Registration	Regular			
8.	Particulars of Approving Authority	Maharashtra Goods and Services Tax Act, 2017			
Signature					
Name		RAJESH BHASKAR JADHAV			
Designation		Deputy Commissioners of State Tax			
Jurisdictional Office		GHATKOPAR-WEST_503			
9.	Date of issue of Certificate	04/12/2020			
Note: The registration certificate is required to be prominently displayed at all places of Business/Office(s) in the State.					

**This is a system generated digitally signed Registration Certificate issued based on the approval of application granted on 04/12/2020 by the jurisdictional authority.**