

INSTITUTE FOR DESIGN OF ELECTRICAL MEASURING INSTRUMENTS, MUMBAI

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

(Code No. 1967102)

1. Duration : Four Days
2. Dates : 21 – 24 May 2019
3. Timings : **9.45 a.m. to 7.00 p.m. daily**
4. Venue : IDEMI, Mumbai
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.
6. Intake Capacity : 25 Participants

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 on the issues involved. Group discussion and case studies are the special features.
- * General requirements, structural requirements, resource requirements, process requirements and management system requirements as per ISO/IEC 17025:2017.
- * Developing and understanding on quality system documentation for laboratory including training on developing Quality Manual and Quality system procedures.
- * 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 auditing techniques, developing quality manual and quality system procedures.
7. Faculty: Trained and experienced laboratory assessor and the senior technical personnel from Calibration / Testing Laboratory.
 8. Certificate of participation will be issued to each attending participant at the end of training programme by IDEMI, Mumbai.
