 **SLAB Online Training Schedule July -December -2021**

Please be noted that the Training fee shall be paid before registration: Bank -BOC, Account Number:3000203, Account Name: Sri Lanka Accreditation Board, Branch -Kollupitiya 2nd Branch. Payment description: Name of participant and name of the programme. (Upload evidence for payment)

**Please read instructions for more information**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per participant** | **Eligibility requirements** | **Main contents** | **Registration link and closing date** |
| **July** | **05 & 06** | Development of Inspection Bodies/Inspection Units for Accreditation as per ISO /IEC 17020:2012  **Maximum – 40 participants** | ISO/IEC 17020:2012 | LKR 12000/= | Basic understanding on ISO/IEC 17020 standard requirements and experience in working in inspection agency or regulatory /enforcement agency | Pre training survey on participants and the related inspection activities  Interpretation of ISO/IEC 17020:2012 and relevant international requirements (ILAC P15) in relation to areas identified from pre-survey  Introduction of suitable models for establishment of inspection bodies  Guidance to develop inspection criteria  Identification of required documents and outline | **Closing date :2021-06-30**  **Registration link**  <https://docs.google.com/forms/d/1F3-VHRYvs0Q0Tc7mQFvqrMfIZycQXj_Az-nlFhhJFmM/edit> |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per participant** | **Eligibility requirements** | **Main contents** | **Registration link and closing date** |
| **~~July 21 & 22~~**  **Cancelled** | | Introduction to Accreditation of Inspection Bodies as per ISO/IEC 17020:2012 and role of regulators  **Maximum – 50 participants** | ISO/IEC 17020:2012 | LKR 12000/= | There is no specific eligibility requirements. However, experience in conducting inspections/ working regulatory bodies / inspection bodies would be advantage to understand standard and accreditation requirements | Introduction to Inspection Body Accreditation, Accreditation Process and International recognition for inspection reports  Role of regulators and how inspection bodies facilitate enforcement of regulations  Interpretation of ISO/IEC 17020 requirements  Different models for the establishment of different type of inspection bodies | **Closing date :2021-07-10**  <https://docs.google.com/forms/d/1yVUfZ-smasZz2VHTmelW9ahxFU1lLPlS693eYj0Wp_g/edit> |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per participant** | **Eligibility requirements** | **Main contents** | **Registration link and closing date** |
| **August**  **Postponed** | **10, 11 & 12**  **New dates**  **20, 21 & 22 Dec** | Development of Quality Management System of Proficiency Testing Providers as per ISO/IEC 17043:2010 and extension of ISO/IEC 17025 quality system to cover both ISO/IEC 17025 & ISO/IEC 17043  **Maximum – 40 participants** | ISO/IEC 17043:2010 and ISO 13528:2015 | LKR 18 000/= | Basic understanding on ISO/IEC 17043:2010 and statistical analysis  Laboratory Managers/ Quality Managers/Technical Managers, Consultants | Pre-course survey of participants and their fields  Interpretation of requirements of ISO/IEC 17043  Identification of additional procedures for laboratories to extend scope to become as PT provider  Pre course assignment and group and individual assignments on development of manual and procedures and supporting documents | **Closing date :2021-08-06**  <https://docs.google.com/forms/d/1UUdPLnUiBYvflBc6iW3k8aj420Y03knS7jKk9i__9xE/edit> |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per participant** | **Eligibility requirements** | **Main contents** | **Registration link and closing date** |
| **September** | **15 & 16** | Internal Auditing of Inspection Bodies as per ISO/IEC 17020:2012  **Maximum – 40 participants** | ISO/IEC 17020:2012 | LKR 12000/= | Basic awareness on ISO/IEC 17020:2012 | Overview of ISO/IEC 17020:2012 and ILAC P15  Introduction of internal auditing  Types of auditing  Auditing techniques and tools  Development of audit programme and procedures and documents related to planning, conducting and reporting audit findings  Root cause analysis, corrective actions and follow actions  Pre course assignment and group and individual assignments  Online role play to provide experience in conducting internal audits | **Closing date:**  **2021-09-08**  <https://docs.google.com/forms/d/18fPOphiWO2vBZ_fItxCBoFRA7rrADBcMaLmLlMHXzbM/edit> |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per participant** | **Eligibility requirements** | **Main contents** | **Registration link and closing date** |
| **October** | **12,13 & 14** | Internal Auditing of Laboratory Quality Management Systems as per ISO/IEC 17025  **Maximum – 50 participants** | ISO/IEC 17025:2017  **An original copy (electronic ) of the standard will be provided to each participant** | LKR 18 000/= | Basic awareness on ISO/IEC 17025 &  Experience in working in an accredited or any other related testing/calibration laboratory | Overview of ISO/IEC 17025:2017  Introduction to Internal auditing  Types of auditing  Auditing techniques and tools  Development of audit programme and procedures and documents related to planning, conducting and reporting audit findings  Root cause analysis, corrective actions and follow actions  Pre course assignment and group and individual assignments  Online role play to provide experience in conducting internal audits | **Closing date :2021-10-06**  <https://docs.google.com/forms/d/1NIuvTce-sD74Ltu0rU4Tu2y6vtRaoZbGcZcSwX8HpGQ/edit> |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per participant** | **Eligibility requirements** | **Main contents** | **Registration link and closing date** |
| **November** | **10 & 11** | Introduction to Risk-based approach and Business Continuity management approach for Inspection bodies and benefits for regulators  **Maximum – 50 participants** | ISO/IEC 17020, ISO 31000, ISO 22301 | LKR 20 000/= | Managers/ Quality Managers/Technical Managers, Consultants, Internal Auditors of inspection bodies and officers from regulators | An overview of ISO /IEC 17020 and requirements related to risk-based approach  An overview of ISO 31000 and ISO 22301  Integration of Risk Management with Inspection Bodies Quality Management Systems  Possible application of Business Continuity Management to Inspection and how regulators consider risk-based approach to implement regulations  Development of procedures and Risk registers  Management of actions to risk and opportunities | **Closing date :2021-11-01**  <https://docs.google.com/forms/d/1vYOMbao1RfQwjO23YxgDZ_ZTst3OfhxGzaN6j6SIvhY/edit> |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per participant** | **Eligibility requirements** | **Main contents** | **Registration link and closing date** |
| **December** | **7 & 8** | Development of Laboratory Quality Management Systems as per ISO/IEC 17025:2017  **Maximum – 50 participants** | ISO/IEC 17025:2017  **An original copy (electronic ) of the standard and a dummy quality manual with selected procedures will be provided to each participant** | LKR 12 000/= | Basic understanding on quality management system requirements/ ISO/IEC 17025  Or working as management representative of any quality management system | Interpretation of requirements and identification of documents to be developed to fulfil the requirements  Pre course assignment and group and individual assignments on development of manual and procedures and supporting documents | **Closing date :2021-12-01**  <https://docs.google.com/forms/d/1YwJ260FUoO0HvZyyZo1RiD-JBfYWdGR_VpjcW-ViIdw/edit> |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per participant** | **Eligibility requirements** | **Main contents** | **Registration link and closing date** |
| **December** | **20, 21 & 22** | Development of Quality Management System of Proficiency Testing Providers as per ISO/IEC 17043:2010 and extension of ISO/IEC 17025 quality system to cover both ISO/IEC 17025 & ISO/IEC 17043  **Maximum – 40 participants** | ISO/IEC 17043:2010 and ISO 13528:2015 | LKR 18 000/= | Basic understanding on ISO/IEC 17043:2010 and statistical analysis  Laboratory Managers/ Quality Managers/Technical Managers, Consultants | Pre-course survey of participants and their fields  Interpretation of requirements of ISO/IEC 17043  Identification of additional procedures for laboratories to extend scope to become as PT provider  Pre course assignment and group and individual assignments on development of manual and procedures and supporting documents | **Closing date :2021-12-15**  <https://docs.google.com/forms/d/1UUdPLnUiBYvflBc6iW3k8aj420Y03knS7jKk9i__9xE/edit> |