TRAINING PROGRAMME SCHEDULE - 2023

NOTE:Training fee shall be paid before registration Except Assessor Trainings (Upload the deposit slip as evidence)

Bank -BOC, Account Number:3000203, Account Name: Sri Lanka Accreditation Board, Branch -Kollupitiya 2nd Branch. Payment description: Name of participant, Selected programme and date

Please read instructions for more information: Assessor Trainings will be conducted as classroom programmes

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| SCHEDULED SCHEDULED TRAINING PROGRAMMES TRAINING PROGRAMMES | | | | | | | |
| **Month** | **Dates** | **Training Programme**  **& Maximum number of participants** | **Standard** | **Training**  **fee/per participant** | **Eligibility**  **requirements** | **Main contents** | **Registration**  **link and closing date** |
| **Jan** | **23-27** | Assessor Training as per ISO/IEC 17025:2017  -General requirements for the competence of testing and calibration laboratories  As a classroom programme at SLAB Training Hall  **Maximum – 20 participants** | ISO/IEC 17025:2017 | LKR 75000/= | B.Sc. degree with four (04) years of work experience in a technical field  (testing/Calibration laboratory) and two of which shall be in the assigned field of testing/Calibration | ISO/IEC 17025:2017  requirements  Pre-course assignment Exercises, Case studies & Discussions  Method Verification and Validation Measurement  Uncertainty/Metrological Traceability  Development of Documentation for Laboratory Quality Management  SLAB accreditation process Role Play  Examination (3 hours) | **Registration Closed** |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per**  **participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| **~~Feb~~** | **~~Rescheduled to~~**  **~~6,7,8 Feb~~**  **~~New Dates:~~**  **~~26 to 28 of April~~**  **New Dates:**  **27 to 29 of March** | Internal Auditing of Laboratory Quality Management Systems as per ISO/IEC 17025  Physical  **Maximum – 50 participants** | ISO/IEC 17025:2017 | LKR 30000/= | 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 | **Registration Link:**  [**https://docs.google.com/forms/d/e/1FAIpQLSebQz8OP64tlcCOvNpTiG0ZsSrxxdJBYHCfu9X85BwENTaB5g/viewform?usp=sf\_link**](https://docs.google.com/forms/d/e/1FAIpQLSebQz8OP64tlcCOvNpTiG0ZsSrxxdJBYHCfu9X85BwENTaB5g/viewform?usp=sf_link) |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per**  **participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| **~~Mar~~** | **~~9 & 10~~**  **Cancelled.** | ~~Introduction to Laboratory Quality Management Systems as per ISO/IEC 17025:2017~~  Online  **Maximum – 50 participants** | ISO/IEC 17025:2017 | LKR 16 000/= | Basic understanding of activities related to testing/calibration laboratories | Introduction to Laboratory Accreditation, Accreditation Process and International recognition for laboratory test reports  Detail interpretation on requirements of ISO/IEC 17025:2017  Guidelines for orientation of laboratories to get accreditation | **Registration Link :**  [**https://docs.google.com/forms/d/e/1FAIpQLSd4b5WzEgnfUGixvM2bjnsY6FMGinEYrRWZiuDSPNIwf9T6rw/viewform?usp=sf\_link**](https://docs.google.com/forms/d/e/1FAIpQLSd4b5WzEgnfUGixvM2bjnsY6FMGinEYrRWZiuDSPNIwf9T6rw/viewform?usp=sf_link)  **Closing Date:**  **2023.03.03** |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per**  **participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| **Mar** | **7 & 8** | Development of Laboratory Quality Management Systems as per ISO/IEC 17025:2017  Physical  **Maximum–40 participants** | ISO/IEC 17025:2017  **A dummy quality**  **manual with selected**  **procedures will be**  **provided to each participant** | LKR 20000/= | 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 | **Registration Link:** [**https://docs.google.com/forms/d/e/1FAIpQLSfHXEUx0UD9bBhAmaryxLx92aqwYOwpxG4oOLuc2oD-qjC0rQ/viewform?usp=share\_link**](https://docs.google.com/forms/d/e/1FAIpQLSfHXEUx0UD9bBhAmaryxLx92aqwYOwpxG4oOLuc2oD-qjC0rQ/viewform?usp=share_link) |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per**  **participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| **Mar** | **21,22** | Development of Quality Management System of Research & Development Laboratories as per OECD and SLAB  accreditation requirements  Online  **Maximum – 40 participants** | OECD GLP  requirement s and SLAB accreditation requirement s  **An example quality**  **Manual with selected**  **procedures will be provided to each participant** | Free of Charge. | University Lectures  /Students involve in research Management of R & D institutions  Managers of R & D Laboratories Researchers  Officers from funding agencies | University Lectures  /Students involve in research Management of R & Institutions  Managers of R & D Laboratories Researchers  Officers from funding agencies | **Registration Link :**  [**https://docs.google.com/forms/d/e/1FAIpQLSc02CQnstViLb1FY0AhETHMIVI0Zj3GFe6uHF4HBRJu6AmOjA/viewform?usp=sf\_link**](https://docs.google.com/forms/d/e/1FAIpQLSc02CQnstViLb1FY0AhETHMIVI0Zj3GFe6uHF4HBRJu6AmOjA/viewform?usp=sf_link)  **Closing Date: 2022.03.17** |

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| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per**  **participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| **Mar** | **~~27 to 31~~**  **Post poned**  **New days will be informed** | Assessor Training as per ISO/IEC 17020:2012  - requirements for the operation of various types of bodies performing inspection  As a classroom programme at SLAB Training Hall  **Maximum – 20 participants** | ISO/IEC 17020:2012 | LKR 75000/= | B.Sc. degree with four (04) years of work experience in a technical field (inspection activities/ regulatory functions) and two of which shall be in the assigned field of Inspection. | ISO/IEC 17020:2012  requirements  Pre-course assignment  Exercises, Case studies & Discussions  Development of management system documentation of Inspection Bodies  SLAB accreditation process Role Play  Examination (3 hours) | **Registration Link:**  [**https://docs.google.com/forms/d/e/1FAIpQLSfmfP66-rLmmgw2W0U2OXeGLFr8Pyr63ywimgaXLtgfVJVGvA/viewform?usp=sf\_link**](https://docs.google.com/forms/d/e/1FAIpQLSfmfP66-rLmmgw2W0U2OXeGLFr8Pyr63ywimgaXLtgfVJVGvA/viewform?usp=sf_link)  **Closing Date: 2023.02.28**  **Selected**  **participants will be**  **informed** |

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| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| **~~May~~** | **~~2,3~~**  **Post poned**  **New days will be informed** | General Awareness training on ISO/IEC 17043:2010 for Proficiency Testing Providers  Online  **Maximum – 40 participants** | ISO/IEC 17043:2010 | LKR 16000/= | Basic Understanding on ISO/IEC 17025 or ISO 15189 | Overview of ISO/IEC 17043: 2010  Basic Statistical analysis of PT ILC | **Registration Link:**  [**https://docs.google.com/forms/d/e/1FAIpQLScq4A3XmNQTOEUnIoeGTec3wRkRkA4mdjg1Kv2yl7ZQQnqvbQ/viewform?usp=sf\_link**](https://docs.google.com/forms/d/e/1FAIpQLScq4A3XmNQTOEUnIoeGTec3wRkRkA4mdjg1Kv2yl7ZQQnqvbQ/viewform?usp=sf_link)  **Registration extended** |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| **May** | **18 & 19** | Internal Auditing of Inspection Bodies as per ISO/IEC 17020:2012  Physical  **Maximum – 25 participants** | ISO/IEC 17020:2012 | LKR 20000/= | 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 | **Registration Link;** [**https://docs.google.com/forms/d/e/1FAIpQLSeZHTpQMrmP6222vrjQFd6EZfMYs8ho2j3kZsewZ4V4RXWrSw/viewform?usp=sf\_link**](https://docs.google.com/forms/d/e/1FAIpQLSeZHTpQMrmP6222vrjQFd6EZfMYs8ho2j3kZsewZ4V4RXWrSw/viewform?usp=sf_link)  **Closing Date;**  **2023.05.11** |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| **May** | **22 & 23** | Awareness Training On Accreditation OF Reference Material Producers As Per ISO 17034  **Maximum – 50**  **participants** | ISO/IEC 17034 | LKR 15000/= | Understanding on ISO/IEC 17025, ISO 15189, ISO/IEC 17020 & ISO/IEC 17043 Standards  Target group:   * Laboratory personnels * Assessors * Technical Experts * R & D Labs * Potential RMPs * PTPs | Requirements of ISO 17034:2016  Understanding of key terms of Reference Materials  Importance of reference materials  ISO/APAC/ILAC Documents of RMs | **Registration link:** [**https://docs.google.com/forms/d/1MGEql2wE9yWSy3loSgAX8kMWqB88UMxaXlaO\_pB64AQ/edit**](https://docs.google.com/forms/d/1MGEql2wE9yWSy3loSgAX8kMWqB88UMxaXlaO_pB64AQ/edit)  **Closing Date: 2023-05-15** |

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| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per**  **participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| **June** | **~~1,2~~**  **Post poned**  **New Dates:**  **6th & 7th of June** | Development of Laboratory Quality Management Systems as per ISO/IEC 17025:2017  Physical  **Maximum–40 participants** | ISO/IEC 17025:2017  **A dummy quality**  **manual with selected**  **procedures will be**  **provided to each participant** | LKR 20000/= | 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 | **Registration Link:** [**https://docs.google.com/forms/d/e/1FAIpQLSeAAEuPu4VOog4bBQI0zKWrcOfM9kFbES3IX4DCiqJNNB4XaA/viewform?usp=sf\_link**](https://docs.google.com/forms/d/e/1FAIpQLSeAAEuPu4VOog4bBQI0zKWrcOfM9kFbES3IX4DCiqJNNB4XaA/viewform?usp=sf_link)  **Closing Date:**  **2023.06.01** |

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| **Month** | **Dates** | **Training Programme & Maximum number**  **of participants** | **Standard** | **Training fee/per**  **participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and**  **closing date** |
| **Sep** | **7 & 8** | Development of Inspection Bodies/Inspection Units for Accreditation as per ISO /IEC 17020:2012  Physical  **Maximum – 25 participants** | ISO/IEC 17020:2012 | LKR 20000/= | 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 | **Registration Link;**  [**https://docs.google.com/forms/d/e/1FAIpQLSfaoFmucpBU7HuFv9R9pzVAT0c8hdEIpid3u1BLH-wi2aatxQ/viewform?usp=sf\_link**](https://docs.google.com/forms/d/e/1FAIpQLSfaoFmucpBU7HuFv9R9pzVAT0c8hdEIpid3u1BLH-wi2aatxQ/viewform?usp=sf_link)  **Closing Date:**  **2023.09.01** |
| **Month** | **Dates** | **Training Programme & Maximum number**  **of participants** | **Standard** | **Training fee/per**  **participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and**  **closing date** |
| **Sep** | **~~18 to 22~~**  **Post poned to 2024 year** | Assessor Training as per ISO/IEC 17025:2017  -General requirements for the competence of testing and calibration laboratories  As a classroom programme at SLAB Training Hall  **Maximum – 20 participants** | ISO/IEC 17025:2017 | LKR 75000/= | B.Sc. degree with four (04) years of work experience in a technical field  (testing/Calibration laboratory) and two of which shall be in the assigned field of testing/Calibration four (04) years of work experience in a technical field (testing/Calibration laboratory) and two of which shall be in the assigned field of testing/Calibration | ISO/IEC 17025:2017  requirements  Pre-course assignment Exercises, Case studies & Discussions  Method Verification and Validation Measurement  Uncertainty/Metrological Traceability  Development of Documentation for Laboratory Quality Management  SLAB accreditation process Role Play  Examination (3 hours) | **Registration Link:**  [**https://docs.google.com/forms/d/e/1FAIpQLScphknUnPfXr5iAUBWulpvtvdPjwEfFHJbFyHX-wjCk9xUwfA/viewform?usp=sf\_link**](https://docs.google.com/forms/d/e/1FAIpQLScphknUnPfXr5iAUBWulpvtvdPjwEfFHJbFyHX-wjCk9xUwfA/viewform?usp=sf_link)  **Closing Date: ~~2023.07.31~~**  **Extended**  **Selected**  **participants will be**  **informed** |

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| **Month** | **Dates** | **Training Programme & Maximum number**  **of participants** | **Standard** | **Training fee/per**  **participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and**  **closing date** |
| **Oct** | **2,3** | General Awareness training on ISO/IEC 17043:2010 for Proficiency Testing Providers  Online  **Maximum – 50 participants** | ISO/IEC 17043:2010 | LKR 16000/= | Basic Understanding on ISO/IEC 17025 or ISO 15189 | Overview of ISO/IEC 17043: 2010  Basic Statistical analysis of PT ILC | **Registration Link:**  [**https://docs.google.com/forms/d/e/1FAIpQLSd1\_zsvjnXleFbBQ20uIXUMzJX\_3ybKweaadTlD70dmfTJ9\_A/viewform?usp=sf\_link**](https://docs.google.com/forms/d/e/1FAIpQLSd1_zsvjnXleFbBQ20uIXUMzJX_3ybKweaadTlD70dmfTJ9_A/viewform?usp=sf_link)  **Closing Date: 2023.09.26** |
| **Month** | **Dates** | **Training Programme & Maximum number**  **of participants** | **Standard** | **Training fee/per**  **participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and**  **closing date** |
| **Oct** | **11,12 & 13** | Internal Auditing of Laboratory Quality Management Systems as per ISO/IEC 17025  Physical  **Maximum – 50 participants** | ISO/IEC 17025:2017 | LKR 30000/= | 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 | **Registration Link:**  [**https://docs.google.com/forms/d/e/1FAIpQLSfnMo8y2dB3Fzw2lSSVsBhaRQ6WXVKj6I\_ve2w2hh6rOdHfsA/viewform?usp=sf\_link**](https://docs.google.com/forms/d/e/1FAIpQLSfnMo8y2dB3Fzw2lSSVsBhaRQ6WXVKj6I_ve2w2hh6rOdHfsA/viewform?usp=sf_link)  **Closing Date:**  **2023.10.05** |
| **Month** | **Dates** | **Training Programme**  **& Maximum number**  **of participants** | **Standard** | **Training**  **fee/per**  **participant** | **Eligibility**  **requirements** | **Main contents** | **Registration**  **link and**  **closing date** |

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| **Nov** | **16 & 17** | Development of Laboratory Quality Management Systems as per ISO/IEC 17025:2017  Physical  **Maximum–40 participants** | ISO/IEC 17025:2017  **A dummy quality**  **manual with selected**  **procedures will be**  **provided to each**  **participant** | LKR 20000 | 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 | **Registration Link:**  [**https://docs.google.com/forms/d/e/1FAIpQLSfIhXYzEk6w2\_jhQAmC4oXk3hn\_t2\_UrX0hcAcKE9FsQ2QjEg/viewform?usp=sf\_link**](https://docs.google.com/forms/d/e/1FAIpQLSfIhXYzEk6w2_jhQAmC4oXk3hn_t2_UrX0hcAcKE9FsQ2QjEg/viewform?usp=sf_link)  **Closing Date**:  **2023.11.09** |
| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per**  **participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |

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| **Dec** | **6,7,8** | Internal Auditing of Laboratory Quality Management Systems as per ISO/IEC 17025  Physical  **Maximum – 40 participants** | ISO/IEC 17025:2017 | LKR 30000/=  (With a copy of ISO/IEC 17025  standard) | 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 | **Registration link;**  [**https://docs.google.com/forms/d/e/1FAIpQLSc-NRSN-MiyxhWUe94r08LE5L9qftxyXDj4XOSPgoJV5fu12A/viewform?usp=sf\_link**](https://docs.google.com/forms/d/e/1FAIpQLSc-NRSN-MiyxhWUe94r08LE5L9qftxyXDj4XOSPgoJV5fu12A/viewform?usp=sf_link)  **Closing Date:**  **2023.11.30** |

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| **Month** | **Dates** | **Training Programme & Maximum number of participants** | **Standard** | **Training fee/per**  **participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |

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| **Will be informed** | General awareness on ISO 17034:2016 for  Reference Materials Producers, Testing & Calibration  Laboratories | ISO 17034:2016 | **Will be provided** |
| **Will be informed** | Assessor Training as per ISO 17034:2016  -Requirements for the competence of reference material producers | ISO 17034:2016 | **Will be provided** |