 TRAINING PROGRAMME SCHEDULE - 2025

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.

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| **SCHEDULED TRAINING PROGRAMMES** | | | | | | | |
| **Month** | **Dates** | **Training Programme**  **& Maximum number of participants** | **Standard** | **Training**  **fee/per participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| January | 27,28 | Development of Laboratory Quality Management Systems as per ISO/IEC 17025:2017  **Maximum number of participants** : 30 | 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 of ISO /IEC 17025:2017.  Group and individual assignments on development of manual and procedures and supporting documents | **Registration Link:** [**https://forms.gle/SUgJQF1Kj2nGnVdP8**](https://forms.gle/SUgJQF1Kj2nGnVdP8)  **Closing date :2025-01-22** |

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| **SCHEDULED TRAINING PROGRAMMES** | | | | | | | |
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| March | 10,11 | Awareness for Calibration laboratories on Technical requirements  **Maximum number of participants :30** | ISO/IEC 17025:2017 | LKR 20000/= | General knowledge on Calibration  Working experience on calibration laboratories | Fundamentals of different calibration fields eg: Mechanical. Thermal, Length, etc. | **Registration Link:**  [**https://forms.gle/YULGVncoixhWALfG9**](https://forms.gle/YULGVncoixhWALfG9)  **Closing Date: 2025-03-01** |

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| **SCHEDULED TRAINING PROGRAMMES** | | | | | | | |
| **Month** | **Dates** | **Training Programme**  **& Maximum number of participants** | **Standard** | **Training**  **fee/per participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| March | 17-21 | Assessor training on RMP | ISO 17034:2016 | TBD | General knowledge on Reference material producing, Testing Laboratory experience | ISO 17034:2016  ISO/IEC 17011,  ILAC requirements,  SLAB accreditation process , ,, . Auditing techniques & tools  Role Play  Examination (3 hours) | **Registration Link**: [**https://forms.gle/adBC4c7Qq3WyMBtZ8**](https://forms.gle/adBC4c7Qq3WyMBtZ8)  **Closing Date: 2025-02-15** |

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| **SCHEDULED TRAINING PROGRAMMES** | | | | | | | | | | | | | | |
| **Month** | **Dates** | **Training Programme**  **& Maximum number of participants** | | **Standard** | | **Training**  **fee/per participant** | | **Eligibility**  **requirements** | | **Main contents** | | **Registration link and closing date** | | |
| April | ~~28, 29~~  ~~Rescheduled to 7,8,9 April~~  **Only for selected participants** | Development of quality management system of Inspection Bodies/Inspection Units for Accreditation as per ISO/IEC 17020:2012  **Maximum number of participants: 30** | | 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:**  **Closing date: 2025-04-20** | | |
| **SCHEDULED TRAINING PROGRAMMES** | | | | | | | | | | | | | |
| **Month** | **Dates** | **Training Programme**  **& Maximum number of participants** | **Standard** | | **Training**  **fee/per participant** | | **Eligibility**  **requirements** | | **Main contents** | | **Registration link and closing date** | |
| May | ~~20 –22~~  Rescheduled to  27-29 | Internal Auditing of Laboratory Quality Management Systems as per ISO/IEC 17025:2017  **Maximum number of participants :30** | ISO/IEC 17025:2017 | | LKR 30000/=  (With a copy of ISO/IEC 17025  standard) | | Basic awareness on ISO/IEC 17025 &  or any other related experience in working in an accredited 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  Group and individual assignments | | **Registration link:** [**https://forms.gle/j57paQ4ZmuCDMds69**](https://forms.gle/j57paQ4ZmuCDMds69)  **Closing date: 2025-05-13** | |

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| **SCHEDULED TRAINING PROGRAMMES** | | | | | | | |
| **Month** | **Dates** | **Training Programme**  **& Maximum number of participants** | **Standard** | **Training**  **fee/per participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| June | 19,20 | Development of Laboratory Quality Management Systems as per ISO/IEC 17025:2017  **Maximum number of participants :30** | 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 of ISO /IEC 17025:2017.  Group and individual assignments on development of manual and procedures and supporting documents | **Registration Link:**  [**https://forms.gle/ra3jULnE4KXxfU958**](https://forms.gle/ra3jULnE4KXxfU958)    **Closing Date: 2025-06-13** |

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| **SCHEDULED TRAINING PROGRAMMES** | | | | | | | |
| **Month** | **Dates** | **Training Programme**  **& Maximum number of participants** | **Standard** | **Training**  **fee/per participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| July | 17,18 | Internal Auditing of Laboratory Quality Management Systems as per ISO/IEC 17020:2012  **Maximum number of participants** **:20** | 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 & tools  Development of audit programme, procedures & documents related to planning, conducting & reporting audit findings  Root cause analysis, corrective actions and follow actions  Group and individual assignments | **Registration Link:** [**https://forms.gle/b8NiGghW8ZVHEmRm8**](https://forms.gle/b8NiGghW8ZVHEmRm8)  **Closing Date: 2025-07-10** |

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| **SCHEDULED TRAINING PROGRAMMES** | | | | | | | |
| **Month** | **Dates** | **Training Programme**  **& Maximum number of participants** | **Standard** | **Training**  **fee/per participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| August | 21-25 | Assessor training on ISO/IEC 17025:2017 | 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  ISO/IEC 17011, ILAC, APAC requirements.  Method Verification and Validation Measurement  Uncertainty/Metrological Traceability  Development of Quality Management,  SLAB accreditation process , Auditing techniques & tools  Group and individual assignments, Role play  Examination (3 hours) | **Registration Link:**  [**https://forms.gle/p6tYSBnS86hzMM7X9**](https://forms.gle/p6tYSBnS86hzMM7X9)  **Closing Date:**  **2025-06-30** |

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| **SCHEDULED TRAINING PROGRAMMES** | | | | | | | |
| **Month** | **Dates** | **Training Programme**  **& Maximum number of participants** | **Standard** | **Training**  **fee/per participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| September | 25 - 27 | Internal Auditing of Laboratory Quality Management Systems as per ISO/IEC 17025:2017  **Maximum number of participants: 30** | ISO/IEC 17025:2017 | LKR 30000/=  (With a copy of ISO/IEC 17025  standard) | Basic awareness on ISO/IEC 17025 &  or any other related experience in working in an accredited 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  Group and individual assignments | **Registration Link:** [**https://forms.gle/zv5LH9FphNVRT4Qi7**](https://forms.gle/zv5LH9FphNVRT4Qi7)  **Closing Date: 2025-09-18** |

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| **SCHEDULED TRAINING PROGRAMMES** | | | | | | | |
| **Month** | **Dates** | **Training Programme**  **& Maximum number of participants** | **Standard** | **Training**  **fee/per participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| October | 28,29 | Development of quality management system of Inspection Bodies/Inspection Units for Accreditation as per ISO/IEC 17020:2012  **Maximum number of participants: 30** | 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://forms.gle/EWrNYXkMR8BVfxD88**](https://forms.gle/EWrNYXkMR8BVfxD88)  **Closing Date:**  **2025-10-21** |
| **SCHEDULED TRAINING PROGRAMMES** | | | | | | | |
| **Month** | **Dates** | **Training Programme**  **& Maximum number of participants** | **Standard** | **Training**  **fee/per participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| November | 27,28 | Internal Auditing of Laboratory Quality Management Systems as per ISO/IEC 17020:2012 | 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 & tools  Development of audit programme, procedures & documents related to planning, conducting & reporting audit findings  Root cause analysis, corrective actions and follow actions  Group and individual assignments | **Registration Link:** [**https://forms.gle/HaxGc5KH6LtH5QQC7**](https://forms.gle/HaxGc5KH6LtH5QQC7)  **Closing Date: 2025-11-20** |

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| **SCHEDULED TRAINING PROGRAMMES** | | | | | | | |
| **Month** | **Dates** | **Training Programme**  **& Maximum number of participants** | **Standard** | **Training**  **fee/per participant** | **Eligibility**  **requirements** | **Main contents** | **Registration link and closing date** |
| December | 8,9 | Development of Laboratory Quality Management Systems as per ISO/IEC 17025:2017 | 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 of ISO/IEC 17025:2017.  Assignment and group and individual activities. Assignments on development of manual and procedures and supporting documents | **Registration Link:** [**https://forms.gle/q5FZSXJ5ERi7gYyG7**](https://forms.gle/q5FZSXJ5ERi7gYyG7)  **Closing Date:**  **2025-12-01** |