



Ascendent Technology Sdn. Bhd.
(1093652-W)



Claimable



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MS ISO/IEC 17025:2017 DOCUMENTATION & IMPLEMENTATION

PROGRAMME OVERVIEW:

MS ISO/IEC 17025:2017 is a well-known quality management system for laboratory. This training module is developing for beginners or those who wanted to upgrade the laboratory management system to third party laboratory for public testing or calibration laboratory. It is also suitable for current SAMM accredited laboratory to enhance the competence of personnel. This 2-days course defines the notion of Accreditation and highlights the SAMM and ILAC requirements.

TARGET GROUP:

Quality Manager, Technical Manager, Laboratory Manager, Supervisor, Chemist, microbiologist, Engineer, Signatories of test reports & certificates, Laboratory Personnel.

METHODOLOGY :

Interactive lecture & Discussion

LEARNING OUTCOMES:

At the end of the course, participants are expected to:

- ✓ Understand the need for a laboratory quality system
- ✓ Understand the Standard MS ISO/IEC 17025:2017 and the significance of the requirements
- ✓ Understand SAMM and ILAC requirements on uncertainty, statement of conformity, risk management, and proficiency testing.
- ✓ Able to implement and maintain the system.

CONTENT:

- 1) Structure of Laboratory Management System
- 2) The Standards Development
- 3) SAMM and ILAC requirements
- 4) Clause 4: General Requirements
 - 4.1 Impartiality
 - 4.2 Confidentiality

- 5) Structural Requirements
- 6) Resource Requirements
 - 6.1 Summary in General
 - 6.2 Personnel
 - 6.3 Facilities and Environment
 - 6.4 Measuring instrument
 - 6.5 Metrological traceability
 - 6.6 Support services
- 7) Process requirements
 - 7.1 Review of requests, tenders and contracts
 - 7.2 Selection, verification and validation of methods
 - 7.3 Sampling
 - 7.4 Handling of test or calibration items
 - 7.5 Technical records
 - 7.6 Evaluation of measurement uncertainty
 - 7.7 Ensuring the validity of results
 - 7.8 Reporting of results
 - 7.9 Complaints
 - 7.10 Nonconforming work
 - 7.11 Control of data and information management
- 8) Management system requirements
 - 8.1 Difference between Option A and B
 - 8.2 Management system documentation (Option A)
 - 8.3 Control of management system documents (Option A)
 - 8.4 Control of records (Option A)
 - 8.5 Actions to address risks and opportunities (Option A)
 - 8.6 Improvement (Option A)
 - 8.7 Corrective actions (Option A)
 - 8.8 Internal audits (Option A)
 - 8.9 Management reviews (Option A)

CERTIFICATE :

Certificate of attendance is issued to participants as written document required by ISO Quality Management System.

REGISTRATION FORM (L002):

PUBLIC TRAINING

Course Fee : RM 2,100 Per Pax
Training Date : Refer to Training Calendar
Venue : **Ascendent Training Room**
Duration : 2 Days
Time : 9:00 AM - 5:00 PM
Venue : Ascendent Technology Sdn Bhd
HRDF : **SBL - Khas**

Participant : Mr / Ms
 Designation :
 NRIC :
 Mobile No. :
 Email :

IN-HOUSE TRAINING

Course Fee : RM 6,000 Per Day
Duration : 2 Days
Time : 9:00 AM - 5:00 PM
HRDF : **SBL - Khas**
Maximum No. : 5 - 25 Candidates

Participant : Mr / Ms.....
 Designation :
 NRIC :
 Mobile No. :
 Email :

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 Designation :
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 Mobile No. :
 Email :

CANCELLATION / POSTPONEMENT POLICY

1. Ascendent Technology Sdn.Bhd. reserves the right to cancel, postpone or make any changes to the venue and training dates due to unavoidable circumstances.
2. Reservation can be made by telephone or email, but will only be confirmed upon the received of completed registration form and payment.
3. Please do not make any travel arrangements until you have received written confirmation for your registration from us.
4. No cancellation is allowed but a candidate replacement can be arranged.
5. For confirm cancellation: 7 days notice prior to commencement will subjected to RM250 service charge. If less than 7 days notice, there will be no refund.
6. Confirm postponement for in-house training less than 14 days notice prior to commencement will subjected to 50% service charge on total invoice.

Participant : Mr / Ms.....
 Designation :
 NRIC :
 Mobile No. :
 Email :

PAYMENT DETAILS

All cheques should be crossed and made payable to: **ASCENDENT TECHNOLOGY SDN BHD** Bank A/C No. **Maybank** 5127-6360-6820.

Admittance will be permitted upon receipt of full payment 2 weeks before the course is conducted.

Training certificate will be awarded upon received of full payment

FOR HR DEPARTMENT

Company Name:	Contact Person: Mr / Ms:	
Address:	Designation:	
	Department:	
	Email:	
	Mobile No:	
	Signature:	Company Stamp:
Training Date:		
Telephone:		
Type of Industry:		