



## Training Programmes -2018

### Sri Lanka Accreditation Board for Conformity Assessment

#### General Instructions:

- All interested parties are requested to fill separate reservation form for each programme and submit to the SLAB and settle the payments and complete registration process at least one week before the programme.
- Reservations will be done **first come first serve basis**
- For Assessor Training maximum number of participants is 20 and other general training programmes maximum number of participants is 45.
- For Assessor Training, Application form for Assessor Training, Reservation Form and updated CV are required to complete registration. Please download relevant forms from SLAB website.
- A copy of ISO/IEC 17025: 2017 will not be provided. Therefore, participants are requested to bring your standard.
- Reservation slip could be download from the SLAB website
- All dates are given as tentative dates and can be changed due to unavoidable circumstances and of there is no adequate minimum number of participants (15-20).
- Cancellation of programmes will be notified to registered participants in advanced and highlighted in the plan.
- Additional Training on ISO/IEC 17025:2005 may be arranged on request of laboratories.
- Venue of the programme is SLAB training room unless specified in the training schedule or notified by the SLAB
- Before send your reservation form, please check the target group and qualification criteria ( only for assessor training)
- Charges indicated in the plan may be changed due to government tax policies and revised fees will be changed accordingly.

#### Contact Details:

**Address:** Sri Lanka Accreditation Board , No 104 A, Kithulwatte Road, Borella.

Fax: 0112689161, Common email: [slabmail@slab.lk](mailto:slabmail@slab.lk) , [slabtraining2018@gmail.com](mailto:slabtraining2018@gmail.com)

#### Contact Persons:

##### **A) Testing / Calibration Laboratories, Inspection Bodies and PT Providers**

Ms. Tharangi Mudalige, Assistant Director ( **TM** ) – 0112689157/58 Ext 204 [tharangi@slab.lk](mailto:tharangi@slab.lk)

Ms. W P Lasanthika, Management /Accounts Assistant ( **WPL** ) – 0112689157/58 [lasanthika@slab.lk](mailto:lasanthika@slab.lk)

##### **B) Medical Laboratories, Certification Bodies & GHG Validation & verification Bodies**

Mr. Niranjan Kannangara, Assistant Director ( **NK** ) – 0112689157/58, [niranjan@slab.lk](mailto:niranjan@slab.lk)

Ms. Nelum Dias, Management /Accounts Assistant ( **ND** ) – 0112689157/58, [nelum@slab.lk](mailto:nelum@slab.lk)

Month	Title of the training programme	Proposed dates	Target group	Payments	Remarks
January	Aspects of Metrology in ISO/IEC 17025:2015 Standard	12 <sup>th</sup> & 13 <sup>th</sup>	SLAB Assessors/ Technical Experts	Free of Charge	Funding Assistance from EU-Sri Lanka Trade Related Assistance Programme /UNIDO <b>Contact</b> – TM & WPL
	General Awareness on ISO 15189:2012– Medical Laboratories	24 <sup>th</sup> and 25 <sup>th</sup>	Laboratory Directors Heads of laboratories Consultants Laboratory Technologists	LKR 11 734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact</b> – NK & ND
	Internal Auditing of Laboratory Management System ISO/IEC 17025:2005	29 <sup>th</sup> & 30 <sup>th</sup>	Certification Bodies, Inspection Bodies, Laboratories, R & D Institute, Regulatory Bodies, Universities	LKR 11 734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact</b> – TM & WPL
February	Implementation of ISO 15189: 2012 for Biochemistry testing laboratories	15 <sup>th</sup>	Heads of laboratories Consultants Laboratory Technologists	LKR 7 040.82 ( LKR 6000/= +122.45 NBT 2% + 918.37 VAT 15% )	<b>Contact</b> – NK & ND
	General Awareness of ISO/IEC 17025:2017	19 <sup>th</sup>	SLAB Accredited, Applicants & Potential Laboratories	Free of Charge  (Venue to be decided)	Funding Assistance from EU-Sri Lanka Trade Related Assistance Programme /UNIDO <b>Contact</b> – TM & WPL
	General Awareness of ISO/IEC 17025:2017	20 <sup>th</sup>	SLAB Assessors /Trainee Assessors	Free of Charge  ( Venue to be decided)	Funding Assistance from EU-Sri Lanka Trade Related Assistance Programme /UNIDO <b>Contact</b> – TM & WPL
	1 <sup>st</sup> Assessor Training for transition to ISO/IEC 17025:2017	21 <sup>st</sup> to 23 <sup>rd</sup>	Qualified & Selected internal & external Assessors  As TOT Programme	Free of Charge	Funding Assistance from EU-Sri Lanka Trade Related Assistance Programme /UNIDO ( Venue : SLAB training hall) <b>Contact</b> – TM & WPL

Month	Title of the training programme	Proposed dates	Target group	Payments	Remarks
	Implementation of ISO 15189: 2012 for Haematology testing laboratories	28 <sup>th</sup>	Heads of laboratories Consultants Laboratory Technologists	LKR 7 040.82 ( LKR 6000/= +122.45 NBT 2% + 918.37 VAT 15% )	<b>Contact</b> – NK & ND
<b>March</b>	General Training Transition of Laboratory Quality Management system to ISO/IEC 17025:2017	08 <sup>th</sup> & 09 <sup>th</sup>	Accredited & Applicant Testing / Calibration Laboratories	LKR 11 734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact</b> – TM & WPL
	2 <sup>nd</sup> Transition Assessor Training Course for SLAB Assessors - Testing & Calibration as per ISO/IEC 17025:2017	22 <sup>nd</sup> , 23 <sup>rd</sup> & 24 <sup>th</sup>	Selected SLAB Qualified internal and external Assessors	Free of Charge	Funding Assistance from EU-Sri Lanka Trade Related Assistance Programme /UNIDO ( Venue : SLAB training hall)  <b>Contact</b> – TM & WPL
	1 <sup>st</sup> General Awareness on ISO/IEC 17011: 2017 and changes to SLAB documents	27 <sup>th</sup>	Selected SLAB Qualified internal and external Assessors	Free of Charge	Funding Assistance from EU-Sri Lanka Trade Related Assistance Programme /UNIDO ( Venue : SLAB training hall)  <b>Contact</b> – TM & WPL
	Training on Internal Auditing of Laboratory Management Systems – Medical Laboratories (ISO 15189:2012)	28 <sup>th</sup> and 29 <sup>th</sup>	Heads of laboratories Consultants Laboratory Technologists	LKR 11 734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact</b> – NK & ND
<b>April</b>	General Training Transition of Laboratory Quality Management system to ISO/IEC 17025:2017	19 <sup>th</sup> & 20 <sup>th</sup>	Accredited & Applicant Testing / Calibration Laboratories	LKR 11 734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact</b> – TM & WPL
	2 <sup>nd</sup> General Awareness on ISO/IEC 17011: 2017 and changes to SLAB documents	23 <sup>rd</sup>	Selected SLAB Qualified internal and external Assessors	Free of Charge	Funding Assistance from EU-Sri Lanka Trade Related Assistance Programme /UNIDO ( Venue : SLAB

Month	Title of the training programme	Proposed dates	Target group	Payments	Remarks
					training hall) <b>Contact – TM &amp; WPL</b>
	General Awareness on ISO/IEC 17065: 2012- Product Certification	24 <sup>th</sup>	Certification Bodies Regulatory Bodies Potential Certification Bodies Potential scheme owners	Free of charge	Funding Assistance from EU-Sri Lanka Trade Related Assistance Programme /UNIDO <b>Contact – NK &amp; ND</b>
May	3 <sup>rd</sup> Transition Assessor Training Course for SLAB Assessors - Testing & Calibration as per ISO/IEC 17025:2017	3 <sup>rd</sup> , 4 <sup>th</sup> & 5 <sup>th</sup>	Selected SLAB Qualified internal and external Assessors	Free of Charge	Funding Assistance from EU-Sri Lanka Trade Related Assistance Programme /UNIDO ( Venue : SLAB training hall) <b>Contact – TM &amp; WPL</b>
	General Training on ISO/IEC 17020:2012	11 <sup>th</sup> & 12 <sup>th</sup>	Inspectors Regulatory Bodies	LKR 11734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	Sinhala & English Medium <b>Contact – TM &amp; WPL</b>
	Implementation of ISO 15189: 2012 for Histopathology laboratories	17 <sup>th</sup>	Heads of laboratories Consultants Laboratory Technologists	LKR 7 040.82 ( LKR 6000/= +122.45 NBT 2% + 918.37 VAT 15% )	<b>Contact – NK &amp; ND</b>
	Implementation of ISO 15189: 2012 for Microbiology laboratories	23 <sup>rd</sup>	Heads of laboratories Consultants Laboratory Technologists	LKR 7 040.82 ( LKR 6000/= +122.45 NBT 2% + 918.37 VAT 15% )	<b>Contact – NK &amp; ND</b>
June	General Awareness on ISO/IEC 17021-1: System Certification	13 <sup>th</sup>	Certification Bodies Regulatory Bodies Potential Certification Bodies	LKR 7 040.82 ( LKR 6000/= +122.45 NBT 2% + 918.37 VAT 15% )	<b>Contact – NK &amp; ND</b>
	Internal Auditing as per ISO/IEC 17025: 2017	18 <sup>th</sup> & 19 <sup>th</sup>	Accredited & Applicant Testing / Calibration Laboratories	LKR 11 734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact – TM &amp; WPL</b>
	ISO 15189: 2012 for Sample Collection Centres	22 <sup>nd</sup>	Heads of laboratories Consultants Sample Collection Centres	LKR 7 040.82 ( LKR 6000/= +122.45 NBT 2% + 918.37 VAT	English and Sinhala medium <b>Contact – NK &amp; ND</b>

Month	Title of the training programme	Proposed dates	Target group	Payments	Remarks
			Phlebotomists	15% )	
June	General Training Transition of Laboratory Quality Management system to ISO/IEC 17025:2017	25 <sup>th</sup> & 26 <sup>th</sup>	Accredited & Applicant Testing / Calibration Laboratories	LKR 11734.69 (LKR10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact</b> – TM & WPL
July	Documentation of Laboratory Quality Management System as per ISO/IEC 17025:2017	5 <sup>th</sup> & 6 <sup>th</sup>	Accredited & Applicant Testing / Calibration Laboratories	LKR 11734.69 (LKR10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact</b> – TM & WPL
	ISO 15189:2012: Development of Quality manual and Operating Procedures	12 <sup>th</sup> and 13 <sup>th</sup>	Laboratory Directors Heads of laboratories Consultants Laboratory Technologists	LKR 11734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact</b> – NK & ND
	General Training Transition of Laboratory Quality Management system to ISO/IEC 17025:2017	16 <sup>th</sup> & 17 <sup>th</sup>	Accredited & Applicant Testing / Calibration Laboratories	LKR 11734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact</b> – TM & WPL
	Assessor Training on ISO/IEC 17065: 2012 – Product Certification	18 <sup>th</sup> ,19 <sup>th</sup> ,20 <sup>th</sup> ,23 <sup>rd</sup> & 24 <sup>th</sup>	Certification Bodies Regulatory Bodies Potential Certification Bodies	LKR 11 734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	Funding Assistance from EU-Sri Lanka Trade Related Assistance Programme /UNIDO <b>Contact</b> – NK & ND
August	General Training on ISO/IEC 17020:2012	6 <sup>th</sup> & 7 <sup>th</sup>	Inspectors Regulatory Bodies	LKR 11734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	Sinhala & English Medium <b>Contact</b> – TM & WPL
	Basic Training on Quality Management, Calibration and Measurement uncertainty based on ISO 15189: 2012 for Technologists	9 <sup>th</sup> and 10 <sup>th</sup>	Laboratory Technologists	LKR 11734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	Sinhala medium <b>Contact</b> – NK & ND
	General Awareness on ISO/IEC 17024: 2012 – Personnel Certification	13 <sup>th</sup>	Certification Bodies Regulatory Bodies Potential Certification Bodies	LKR 7 040.82 ( LKR 6000/= +122.45 NBT 2% + 918.37 VAT 15% )	<b>Contact</b> – NK & ND

Month	Title of the training programme	Proposed dates	Target group	Payments	Remarks
	Assessor Training on ISO/IEC 17024:2012	14 <sup>th</sup> to 18 <sup>th</sup>	Certification Bodies Regulatory Bodies Potential Certification Bodies and individuals fulfil SLAB's qualification criteria given below	Free of Charge	Funding Assistance from EU-SL Trade Related Assistance Programme /UNIDO- <b>Contact</b> -NK & ND
	Extensive Training Course on ISO/IEC 17025:2017 & ISO 15189	13 Saturdays From 1 <sup>st</sup> September to 24 <sup>th</sup> November	For Quality Managers Consultants Technical Managers Laboratory Managers	LKR 117346.94 (LKR 100000/=+ 15% VAT - 15306.12+2% NBT -2040.82)	13 Saturdays Assignment to be submitted to obtain certificates <b>Contact</b> – NK & ND
September	General awareness on ISO/IEC 17043 and Internal and External Quality Control /Quality Assurance Programmes	3 <sup>rd</sup> & 4 <sup>th</sup>	Accredited & Applicant Testing / Calibration Laboratories Potential PT Providers	LKR 11734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact</b> – TM & WPL
	Implementation of ISO 15189: 2012 for Histopathology laboratories	7 <sup>th</sup>	Heads of laboratories Consultants Laboratory Technologists	LKR 7 040.82 ( LKR 6000/= +122.45 NBT 2% + 918.37 VAT 15 % )	<b>Contact</b> – NK & ND
	General Training on Laboratory Quality Management system to ISO/IEC 17025:2017	12 <sup>th</sup> & 13 <sup>th</sup>	Applicant & Potential new Testing / Calibration Laboratories	LKR 11734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact</b> – TM & WPL
	Training on Internal Auditing of Laboratory Management Systems – Medical Laboratories (ISO 15189:2012)	20 <sup>th</sup> and 21 <sup>st</sup>	Heads of laboratories Consultants Laboratory Technologists	LKR 11734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact</b> – NK & ND
	Documentation of Laboratory Quality Management System as per ISO/IEC 17025:2017	27 <sup>th</sup> & 28 <sup>th</sup>	Accredited & Applicant Testing / Calibration Laboratories	LKR 11 734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact</b> – TM & WPL
	Internal Auditing as per ISO/IEC 17025: 2017	4 <sup>th</sup> and 5 <sup>th</sup>	Accredited & Applicant Testing / Calibration Laboratories	LKR 11 734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact</b> – TM & WPL

Month	Title of the training programme	Proposed dates	Target group	Payments	Remarks
October	Internal Auditing as per ISO/IEC 17020: 2012	10 <sup>th</sup> & 11 <sup>th</sup>	Accredited & Applicant Inspection Bodies	LKR 11 734.69 (LKR 10000/=+ 15% VAT - 1530.61 +2% NBT -204.08)	<b>Contact – TM &amp; WPL</b>
	General Awareness on ISO 14065: Greenhouse Gases - Requirements for Greenhouse Gas Validation and Verification Bodies for use in Accreditation or other Forms of Recognition	12 <sup>th</sup>	GHG V/V Bodies Regulatory Bodies Potential GHG V/V Bodies	LKR 7 040.82 ( LKR 6000/= +122.45 NBT 2% + 918.37 VAT 15% )	<b>Contact – NK &amp; ND</b>
	Implementation of ISO 15189: 2012 for Biochemistry testing laboratories	26 <sup>th</sup>	Heads of laboratories Consultants Laboratory Technologists	LKR 7 040.82 ( LKR 6000/= +122.45 NBT 2% + 918.37 VAT 15% )	<b>Contact – NK &amp; ND</b>
November	Assessor training on ISO/IEC 17021-1: 2015- System Certification	1 <sup>st</sup> week	Certification Bodies Regulatory Bodies Potential Certification Bodies  Individuals fulfil SLAB qualification requirements	Free of Charge	Funding Assistance from EU-Sri Lanka Trade Related Assistance Programme /UNIDO <b>Contact – NK &amp; ND</b>
	General Awareness on ISO/IEC 17021-1:2015- System Certification	2 <sup>nd</sup> week	Certification Bodies Regulatory Bodies Potential Certification Bodies	Free of Charge	Funding Assistance from EU-Sri Lanka Trade Related Assistance Programme /UNIDO <b>Contact – NK &amp; ND</b>
	General Training on Laboratory Quality Management system to ISO/IEC 17025:2017	29 <sup>th</sup> & 30 <sup>th</sup>	Applicant & Potential new Testing / Calibration Laboratories	LKR11734.69 (LKR10000/=+ 15% VAT -1530.61 +2% NBT -204.08)	<b>Contact – TM &amp; WPL</b>
December	Implementation of ISO 15189: 2012 for Haematology testing laboratories	4 <sup>th</sup>	Heads of laboratories Consultants Laboratory Technologists	LKR 7 040.82 ( LKR 6000/= +122.45 NBT 2% + 918.37 VAT 15% )	<b>Contact – NK &amp; ND</b>
	Documentation of	10 <sup>th</sup> & 11 <sup>th</sup>	Accredited &		<b>Contact – TM</b>

Month	Title of the training programme	Proposed dates	Target group	Payments	Remarks
	Laboratory Quality Management System as per ISO/IEC 17025:2017		Applicant Testing / Calibration Laboratories	LKR 11 734.69 (LKR10000/=+ 15% VAT -1530.61 +2% NBT -204.08)	& WPL
	ISO 15189: 2012 for Sample Collection Centers	28 <sup>th</sup>	Heads of laboratories Consultants Sample Collection Centers Phlebotomists	LKR 7 040.82 ( LKR 6000/= +122.45 NBT 2% + 918.37 VAT 15% )	English and Sinhala medium  <b>Contact – NK &amp; ND</b>

#### Qualification Criteria for SLAB Assessor Training

Testing laboratories



B.Sc. degree with four (04) years of work experience in a technical field ( testing laboratory) and two of which shall be in the assigned field of testing.

#### **Calibration laboratories**

B.Sc. degree with four (04) years of work experience in a technical field (calibration laboratory/ instrumentation and repairs) and two of which shall be in the assigned field of calibration

#### **Inspection bodies**

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.

#### **System certification bodies**

- B.Sc. degree with four (04) years of work experience in a technical field and two years of which in quality management and quality system auditing.
- Successfully completed Lead auditor course on QMS, EMS, EnMS, FSMS, OHSAS, IMS, ISMS or any other management system.
- Having knowledge on the technology used for manufacturing of items, materials and products or services or they are used or intended to be used.
- Having knowledge and ability to apply relevant standard requirements, processes, HACCP principles, PRPs etc. specially for the food chain sector being assessed for FSMS.
- Having knowledge of the regulatory and statutory requirements, client business sector and cultural and social customs related to the categories and geographic areas to be assessed.
- Having knowledge on FSSC 22 000, FSC

#### **Product certification bodies**

- B.Sc. degree with four (04) years of work experience in a technical field (product certification, scheme development) and two years of which in quality management and auditing.
- Having knowledge on the technology used for manufacturing of items, materials and products or services or they are used or intended to be used.
- Having knowledge of the regulatory and statutory requirements, client business sector and cultural and social customs related to the categories and geographic areas to be assessed.
- Having knowledge on Global Organic Textile Standards (GOTS), Good Manufacturing Practices (GMP), Good Agricultural Practices (GAP)

#### **Personnel Certification bodies**

- B.Sc. degree with four (04) years of work experience in a technical field (Personnel certification, scheme development) and two years of which in quality management and auditing.
- Having knowledge on the technology used in executing the trade of persons being assessed
- Having knowledge on regulatory and statutory requirements relevant to the trade
  
- Having knowledge on curriculum development, testing and evaluation of training courses

#### **GHG Validation/ Verification Bodies**

- B.Sc. degree with four (04) years of work experience in a relevant technical field
- Having knowledge on the quantification and reporting of GHG emissions and removals at organizational and project level and validation or verification of GHG assertions
- Having knowledge of the regulatory and statutory requirements relevant to GHG Validation/Verification activities