

## Online Training Programme Schedule



Training on Laboratory Management System and Internal Auditing as per ISO/IEC 17025: 2017

### Day-I

10.00 -10.30 Hrs	Introduction
10.30 -11.30 Hrs	General Requirements-Impartiality & Confidentiality (CI-4) Structural Requirements (CI-5); Question and Answers / Exercises
11.30 -11.45 Hrs	<b>Break</b>
11.45-13.00 Hrs	Resource Requirement (CI-6) General; Personnel; Facilities & Environmental Conditions; Equipment,
13.00-14.00 Hrs	<b>Lunch</b>
14.00-15.00 Hrs	Resource Requirement (CI-6) Metrological Traceability; Externally provided Products and Services Question and Answers / Exercises
15.00-15.15 Hrs	<b>Break</b>
15.15-17.00 Hrs	Process Requirements (CI-7) Review requests; Methods; Sampling; Handling test items;

### Day-2

10.00 -10.30 Hrs	Recap
10.30 -11.30 Hrs	Process Requirements (CI-7) Technical records; Evaluation MU; Ensuring validity of results;
11.30 -11.45 Hrs	<b>Break</b>
11.45-13.00 Hrs	Process Requirements (CI-7) Reporting of results; Complaints; Nonconforming work; Control of data and Information management Question and Answers / Exercises
13.00-14.00 Hrs	<b>Lunch</b>
14.00-15.00 Hrs	Management System Requirements (CI-8)
15.00-15.15 Hrs	<b>Break</b>
15.15-17.00 Hrs	Internal Auditing Question and Answers / Exercises Closing Session