

Introduction

This course helps you understand the requirements of the ISO/IEC 17025:2017 Standard and how to establish and implement a formal laboratory management system.

The course will provide guidance on the requirements of ISO/IEC 17025, the structuring of quality system documentation, implementation steps and laboratory accreditation requirements.

Learning is enhanced by the use of practical workshops and examples illustrating the teaching points made during the course.

Objectives

1. Gain an understanding of ISO/IEC 17025:2017 requirements
2. Learn how to conform to the requirements of the standard to either become accredited or to maintain your accreditation

Who Should Attend

- Laboratory quality/technical managers
- Laboratory technicians/supervisors
- Assessors of laboratory management systems
- Quality personnel
- All staff in laboratory

Course Contents

- Introduction to ISO/IEC 17025:2017 Standard
- Risk-based approach
- Understanding the main clauses and requirements
 - Terms & definitions
 - General requirements
 - Structural requirements
 - Resource requirements
 - Process requirements
 - Management requirements
- Laboratory Accreditation Process – process, requirements, benefits and implications

Methodology

Remote learning – virtual classroom

Pre-requisite

1. Good internet connectivity
2. Laptop / Handphone with camera
3. Headset with mic

Course Presenter

STEPHEN WONG – is a Certified Trainer by the Human Resource Department (HRD) of the Ministry of Human Resource, Malaysia. He is an excellent Quality Consultant, trainer and qualified Lead Assessor for both ISO 9000 and ISO/IEC 17025. He is also an effective management trainer. He holds a MBA degree (University of Wales, UK), Chemistry degree (University Malaya), Diploma in Marketing (CIM, UK) and Certified Diploma in Accounting & Finance (ACCA, UK). He has 35 years of management & training experience, including 25 years in quality training and consultancy.

He was the Hon. Secretary (16 years) for the Institute of Quality Malaysia, an approved Quality Trainer for SIRIM since 1989 and a Quality and Management Consultant to some companies in Malaysia. He is a Council Member (since 1989) of the Malaysian Institute of Management and is also a well recognized trainer for MIM. He is also the Gen. Secretary of Malaysia Register of Certificated Auditors (MRCA) since its inception in 1998.

He was a member (1991-2002) of the Malaysian National Accreditation Council of the Department of Standards Malaysia and still sits on three other national committees on Quality and Environmental in relation to ISO. Mr. Stephen Wong has been a key member of the TC 176 and TC 207 national committees responsible to CASCO for the development of the ISO 9001, ISO/IEC 17025 and ISO 14001 standards and other conformity assessment standards. He is also a member of the IATCA (now IPC) representing MRCA in the development of the ISO 19011 Auditing Standard for the ISO 9000 and the ISO 14000.

Registration Form

Please register the following for the course on
"ISO/IEC 17025:2017 Quality Awareness"

Name: _____

Designation: _____

Name: _____

Designation: _____

(please attached extra list if more than two participants)

Name & Address of Company:

Contact Person: _____

Designation: _____

Tel: No: _____ Fax: _____

E-mail: _____

Signature: _____

Date: _____

Method of Payment:

Please made cheque payable to **WKS HOLDINGS SDN BHD** or transfer the payment to our **Public Bank account no: 3078894831** and send us a copy of the transfer slip.

WKS reserves the right to cancel or postpone the course in the event of unforeseen circumstances.

Registration Guidelines & Procedures

1. Early registration is encouraged. Participants shall be registered on a first-come-first-served basis.
2. Register by completing attached form and return by e-mail to admin@wks-h.com
3. Payment of fee should be made 4 days before course commence.
4. Please made cheque payable to WKS HOLDINGS SDN BHD or transfer the payment to our Public Bank account no: 3078894831 and send us a copy of the transfer slip.
5. Notification of cancellation must be in writing received 4 working days prior to commencement of course (20% of course fee will be retained). Otherwise, full fee will still be charged.
6. WKS reserves the right to cancel or postpone the course in the event of unforeseen circumstances. However, in such an event, participants would be informed as early as it could possibly permit.

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Http://www.wks-h.com

An interactive
virtual/online training

ISO/IEC 17025:2017

**QUALITY
Awareness**

Administrative Details

Date: 4 March 2021

Time: 0900 – 1700

Venue: Virtual/On-line

Join from your home/
office by Virtual
Classroom Training

Fees: RM 590 per participant
HRDF Claimable

Organized & Management by

WKS HOLDINGS SDN BHD



Reg. No. : Q109988-1