



LABORATORY PRE-ASSESSOR TRAINING COURSE

OVERVIEW:

The Trinidad and Tobago Laboratory Accreditation Service (TTLABS) cordially invites qualified, experienced laboratory personnel and technical experts to apply for its 2018 Pre-Assessor Training.

The selected trainees will **benefit** from:

1. training and the practical application of competence criteria;
2. application of assessment and quality principles, practices and techniques; and,
3. technical knowledge of specific laboratory practices.

Candidate Selection: 29th May – 8th June 2018 *(Based on ILAC-G11:07/2006 – ILAC Guidelines on Qualifications and Competence of Assessors and Technical Experts)*

DATES:

- Module I** 9th – 13th July 2018 – Personal Development and the Standard.
- Module II** 23rd – 27th July 2018 – Internal Auditing, Basic Calibration and Interpretation of Proficiency Testing.
- Module III** 13th – 17th August 2018 – Method Validation and Measurement Uncertainty.

PARTICIPANT FEE

Total VAT inclusive **TT\$7,052.00**. The price of the International Standards can be added to the cost.

VENUE

Premier Quality Services Ltd (Upstairs TTBS), Century Drive, Trincity Industrial Estate, Macoya.

FACILITATOR

Ms Karlene Lewis, Manager, Trinidad and Tobago Laboratory Accreditation Service (TTLABS).

WHO SHOULD ATTEND

All levels of staff including managers, quality managers/officers, management review and systems auditors, and technical experts.

Contact information

For further inquiries please contact Ms Laura Villaruel at 612-0279 ext. 2248, 787-4157 or email at lab.accreditation@ttbs.org.tt for application forms or visit the TTLABS page at www.ttbs.org.tt

**TRINIDAD AND TOBAGO
BUREAU OF STANDARDS**
(TTBS)





LABORATORY PRE-ASSESSOR TRAINING COURSE

TIME:

8:30 a.m. – 4:00 p.m. daily

[CLICK TO ACCESS NATIONAL PRE-ASSESSOR PROGRAMME TRAINING BRIEF.](#)

[CLICK TO ACCESS PRE-ASSESSOR APPLICATION FORM 2018](#)

[CLICK TO ACCESS ILAC G11 07 2006 ILAC GUIDELINES ON QUALIFICATIONS AND COMPETENCE OF ASSESSORS.](#)

BREAKDOWN OF COSTS

Participant fee VAT inclusive **TT\$7,052.00.**

The participants may either purchase the Standards directly from ISO Webstore or the TTBS SIC, or walk with their personal copies.

The individual costs, VAT inclusive for these documents are:

ISO/IEC 17025:2017 - TT\$1,113.75;

ISO 15189:2012 - TT\$1,440.00;

ISO 19011:2011 - TT\$1,271.25.

**Total VAT inclusive with all three International Standards
TT\$10,877.00**

Lunch included. We look forward to seeing you.

WHO SHOULD ATTEND

All levels of staff including managers, quality managers/officers, management review and systems auditors, and technical experts.

Contact information

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Detailed Course Content/Schedule

Modules	Day 1	Day 2	Day 3	Day 4	Day 5
Module I Quality & the Laboratory 9th – 13th July 2018	Session I Quality: Philosophy and Principles	Session III DiSC Personality Assessment	Session V Understanding Standards Applied in Laboratories	Session VII Understanding Standards Applied in Laboratories	Session IX Understanding Standards Applied in Laboratories
	Session II Quality: Application in the work place – Challenges and Benefits	Session IV Professional Development Plans	Session VI Understanding Standards Applied in Laboratories	Session VIII Understanding Standards Applied in Laboratories	Session X Understanding Standards Applied in Laboratories
<i>"Quality is everyone's responsibility." - W. Edwards Demming</i>					
Module II Measurement Systems & Monitoring 23rd – 27th July 2018	Session I Principles of Auditing	Session III Auditor Competence & Writing Audit Reports	Session V Basic Measurement Principles	Session VII Review of Methods	Session IX Root Cause Analysis II
	Session II Requirements of an Audit Programme	Session IV Practice Audit	Session VI Statistics used in Measurement	Session VIII Root Cause Analysis I	Session X Competence Requirements for Laboratories
<i>"What we want is - the 5 Whys not the 5 Whos (to blame)."</i> - Unknown					
Module III Method Validation, Measurement Uncertainty & Assuring Quality of Results 13th – 17th August 2018	Session I Method Validation: Principles	Session III Method Validation: Application	Session V Measurement Uncertainty: Principles & Procedures	Session VII Assurance of the Validity of Results	Session IX Interpretation of Quality Control Results
	Session II Method Validation: Programme Development	Session IV Measurement Uncertainty: Introduction	Session VI Measurement Uncertainty: Application	Session VIII Inter-laboratory Comparison & Proficiency Testing	Session X Perspectives on Laboratory Quality
<i>"Excellence is the unlimited ability to improve the quality of what you have to offer."</i> - Rick Pitino					