**GENERAL INFORMATION**

**SURNAME:** Click here to enter text.

**FIRST NAME:** Click here to enter text. **MIDDLE INITIAL:** Click here to enter text.

**ADDRESS:** Click here to enter text.

**TELEPHONE:** Click here to enter text. **(H)** Click here to enter text.**(M)** Click here to enter text. **(W)**

**E-MAIL:** Click here to enter text.

**ALLERGIES:** Click here to enter text.

**MEAL PREFERENCE (select one):** Chicken  Fish  Vegetarian

**TECHNICAL EXPERTISE (indicate all that apply):**

Management Systems  Calibration  Physical Testing

Chemical Testing  Biological Testing  Biochemical Testing

Medical Testing  Forensics  Radiography

Microbiology  Food Testing  Veterinary Testing

Other (please explain)  Click here to enter text.

**SECTORS/INDUSTRIES IN WHICH EMPLOYED (indicate all that apply):**

Food & Beverage  Environmental  Petroleum/Petrochemical

Health  Marine  Maritime

Construction  Electrical  Engineering

Other (please explain)  Click here to enter text.

**YEARS OF EXPERIENCE:**

Quality/management systems Click here to enter text. Laboratory (at the bench) Click here to enter text.

Laboratory (supervision) Click here to enter text. Laboratory (management) Click here to enter text.

**PERSONAL STATEMENT**

Competence is critical for assessors. The definition of competence in ISO 19011:2018 – *Guidelines for auditing management systems* is the ability to apply knowledge and skills to achieve intended results. It is important to note that ability implies the appropriate application of personal behaviour during the audit process.

In 450 – 650 words, identify a work situation in which you were faced with a conflict (for example with a supervisor, a colleague or an irate customer) and describe how you managed the situation and the result of this action. Upon reflection, would you have managed the situation differently and how?

Click here to enter text.

**EMPLOYER ENDORSEMENT**

This process is a step in developing a cadre of national competent assessors for the administration of the national accreditation programme for laboratories. This is partially funded through the Public Sector Investment Programme (PSIP) 212 – Providing reliability to quality infrastructure. The benefit to organisations for having trained competent assessors in their employ is to have that skill applied as well to their own operations as they seek and/or achieve accreditation themselves.

This section is to ensure that your employer supports and endorses your contribution to national competitiveness through your availability for training and the performance of assessments, once approved as a competent assessor. This will also be highlighted as contribution from private and public sectors to this national development.

I endorse and support the availability of Click here to enter text. (indicate name) to participate in the per-assessor training programme being offered by the Trinidad and Tobago Laboratory Accreditation Service (TTLABS). If he/she is successful at the end of this programme, I support further training to become a competent assessor of TTLABS national laboratory accreditation programme.

SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

POSITION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

COMPANY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

COMPANY STAMP: