

Ref: 36.09.0000.003.29.003.11. **382**

Date: 06 September 2018

Subject: **The 23rd Understanding Training Course on ISO/IEC 17020**

Bangladesh Accreditation Board (BAB) is going to organize the three day-long -the **23rd Understanding Training Course on ISO/IEC17020**- Requirements for the operation of various types of bodies performing inspection. The course details are given below:

A. COURSE TITLE:

The 23rd BAB Understanding Training Course on ISO/IEC17020- Requirements for the operation of various types of bodies performing inspection.

B. AIMS & OBJECTIVES

- To give overall idea about ISO/IEC 17020 and BAB Accreditation process.

C. DATE & TIME: 27-29 November 2018. 09:00-17:00.

D. VENUE: NPO Seminar Hall, Annex Building of the Ministry of Industries
91, Motijheel C/A, Dhaka-1000.

E. RESOURCE PERSON:

- **Mr. Md. Nasirul Islam**, Deputy Director, BAB
- **Mr. Md. Mahbubur Rahman**, Deputy Director, BAB
- **Mr. Mohammed Abbas Alam**, Assistant Director, BAB

F. COURSE COORDINATOR

Mr. Md. Nasirul Islam, Deputy Director, BAB
Tel: 880-2-9513224, Mob: 01819953977
Fax: 880-2-9513222, Email: nasir.bab@gmail.com

G. COURSE OUTLINE:

The course covers:

- Interpretation of the clauses of ISO/IEC 17020:2017
- BAB accreditation process and related quality documents

H. TARGET PARTICIPANTS:

- Laboratory experts/technical personnel who are dealing with testing, calibration and laboratory quality management related activities such as, internal audit etc.
- Researchers/ Scientists/ Academicians/ consultants dealing with research, development and laboratory quality management related activities.

I. MINIMUM QUALIFICATIONS:

- Should be Science graduate; preferably having working experience in laboratory.

J. NUMBER OF PARTICIPANTS: 25 (Maximum); **first come first serve** basis.

K. REGISTRATION Last Date: 15 November 2018, early registration encouraged. Upon the confirmation from BAB by mail or phone one can deposited money earlier.

L. REGISTRATION:

- **Registration fee:** BDT 6,000.00 (Six Thousand) + 15% VAT

- **Payment method:** Only Cross- Cheque/Pay order (Amounting 6,000.00 BDT) in favor of **Bangladesh Accreditation Board** and 15% VAT to be paid to any branch of

Bangladesh Bank or Sonali Bank Limited in attached Challan Form. VAT Challan copy has to be submitted with the cross- cheque/pay order.

M. FINAL ACCEPTANCE: BAB will accept only first 25 applicants based on *first come first serve* basis who meet(s) the desired criteria.

N. CONTACT: Application will be submitted to ipoly@gmail.com with C.C to the following address-

Mr. Md. Nasirul Islam Deputy Director Bangladesh Accreditation Board (BAB) Tel: 880-2-9513224 Mob: 01819953977 Fax: 880-2-9513222 Email: nasir.bab@gmail.com	Mr. Mohammed Abbas Alam Assistant Director Bangladesh Accreditation Board (BAB) Tel: 880-2-9513226 Mob: 01716099822 Fax: 880-2-9513222 Email: abbas@bab.org.bd
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If you are interested to nominate or register, please send the filled in Training Registration Form (attached). The form can also be downloaded from BAB website, www.bab.org.bd under download tab. Registration would be confirmed only after receiving the payment.

Attachment: 1) TF02 Training Registration Form
2) VAT Chalan Form

With regards,



Md. Monwarul Islam
Director General (Additional Secretary)
Phone: 9513221
E-mail: dg@bab.org.bd