

Ref: 36.09.0000.003.29.003.11.191

Date: 18 October 2020

Subject: **35th Understanding Training Course on ISO/IEC 17020:2012**

Bangladesh Accreditation Board (BAB) is going to organize a three day **Assessor Training Course on ISO/IEC 17020:2012**-“Requirements for the operation of various types of bodies perform inspection” in Dhaka. The course details are given below:

A. COURSE TITLE:

35th Understanding Training Course on ISO/IEC 17020:2012- Requirements for the operation of various types of bodies performing inspection

B. AIMS & OBJECTIVES

- To give overall idea about ISO/IEC 17020:2012, Implementation practices, BAB specific requirements for inspection body Accreditation & BAB Accreditation process.

C. DATE & TIME: 02-04 November 2020. 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. Mahbubur Rahman, Deputy Director, BAB
- Mr. Mohammed Abbas Alam, Assistant Director, BAB

F. COURSE COORDINATOR

Mr. Md. Nasirul Islam, Deputy Director, BAB

G. COURSE OUTLINE:

The course covers:

- Understanding of ISO/IEC 17020:2012
- Interpretation of the requirements of the standard
- Assessment process
- Introduction on accreditation BAB criteria and guidance documents
- Examples and Case studies

H. TARGET PARTICIPANTS:

This three day course is particularly designed for inspectors/experts working in different inspection bodies or aspiring to work in the inspection sector in the days to come.

I. MINIMUM QUALIFICATIONS:

- Graduate on relevant discipline; preferably having working experience in inspection bodies & Industries.

J. NUMBER OF PARTICIPANTS: 25 (Maximum).

K. REGISTRATION LAST DATE: 27 October 2020, early registration encouraged.
Participants will be selected first come first serve basis due to seat limitation.
Candidates are requested to deposit money upon the confirmation from BAB by mail or phone.

If you are interested to nominate or register, please complete the online registration available at the training menu in www.bab.org.bd.

শিল্প মন্ত্রণালয় ভবন (৬ষ্ঠ তলা) ৯১, মতিঝিল বা/এ ঢাকা। ফোন : ৯৫১৩২২১ ফ্যাক্স: ৯৫১৩২২২

E-mail: dg@bab.org.bd, Web: www.bab.org.bd

L. REGISTRATION:

- **Registration fee:** BDT 6,000.00 (BDT Six Thousand) + 15% VAT (BDT 900.00 in separate Challan Form)
- **Payment method:**
 - Payment shall be made after confirmation for participation from BAB
 - BDT 6000.00 in favor of **Bangladesh Accreditation Board, Sonali Bank, Shilpa Bhaban Corporate Branch, Dhaka.**
 - **Pay Order** within Dhaka City Corporations and **Demand Draft (DD)** outside of Dhaka City Corporation.
 - 15% VAT to be paid to any branch of **Bangladesh Bank or Sonali Bank Limited.** Challan Form available in BAB website under 'notice section' tab. (Challan Code: 1-1133-0010-0311)
 - Both the Pay Order/DD and VAT Challan copy have to be submitted to BAB on or before the deadline of registration. Registration would be confirmed only after receiving the payment.
 - **Only for payment related issues, please contact: Mr. Md. Saiful Islam, Accountant, BAB, @ 01741574609**

M. FINAL ACCEPTANCE: BAB will accept only the first 25 applicants meeting the desired criteria based on *first come first serve* basis.

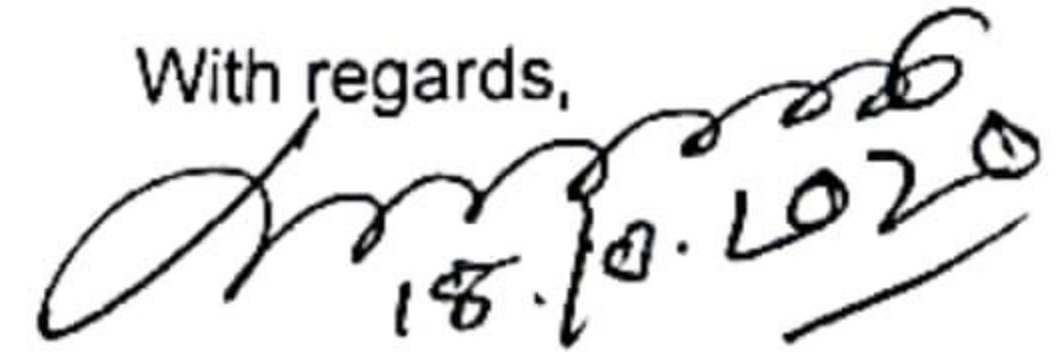
N. CONTACT:

Mr. Md. Mahbubur Rahman Deputy Director Bangladesh Accreditation Board (BAB) Tel: 880-2-9513225 Mob: 01716197030 Fax: 880-2-9513222 Email: mahbub@bab.org.bd	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 / abbasacctu@yahoo.com
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If you are interested to nominate or register, please send the filled in Training Registration Form (attached). This 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

With regards,



Md. Monwarul Islam

Director General (Additional Secretary)

Phone: 9513221

E-mail: dg@bab.org.bd

If you are interested to nominate or register, please complete the online registration available at the training menu in www.bab.org.bd.