

Ref: 36.09.0000.003.29.003.11/232

Date: 23/12/2020

Subject: **The 36th Understanding Training on ISO/IEC 17021-1:2015**

Bangladesh Accreditation Board (BAB) is going to organize three day-long **36th Understanding Training on ISO/IEC 17021-1:2015-Conformity assessment-Requirements for bodies providing audit and certification of management systems** in Dhaka. The course details are given below:

A. COURSE TITLE:

36th Understanding Training on ISO/IEC 17021-1:2015-Conformity assessment-Requirements for bodies providing audit and certification of management systems Course. Course ID: 21032105

B. AIMS & OBJECTIVES

- To give overall idea about ISO/IEC 17021-1:2015 and BAB accreditation process.

C. DATE & TIME: 23-25 March 2021. 09:00-17:00.

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

E. RESOURCE PERSONS:

- **Mr. Md. Nasirul Islam**, Deputy Director, BAB
- **Mr. Md. Mahbubur Rahman**, Deputy Director, BAB
- **Mr. Monirul Hoque Pasha**, Assistant Director, BAB
- **Mr. Md. Towhidur Rahman**, Assistant 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.org.bd

G. COURSE OUTLINE:

The course covers:

- Interpretation of the clauses of ISO/IEC 17021-1:2015 & IAF mandatory, guidance, and informative documents
- BAB accreditation process and related quality documents

H. Eligibility of PARTICIPANTS:

- Staff and contractors of certification bodies as well as other interested parties seeking a better understanding of how certification bodies implement ISO/IEC 17021-1 requirements and how accreditation bodies assess to those requirements.

I. MINIMUM QUALIFICATIONS:

- Should be a graduate; preferably having working experience in certification bodies.

J. NUMBER OF PARTICIPANTS: 25; first come first serve basis.

K. REGISTRATION deadline: 04 March 2021, early registration encouraged. Without the confirmation from BAB by mail or phone no one should deposit money.



L. REGISTRATION:

- *Registration fee:* **BDT 6,000.00 (Six Thousand) + 15% VAT (BDT 900.00 in separate VAT 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 Br. 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** in Challan Form available in BAB website notice section. (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, Mobile; 01741574609**

M. FINAL ACCEPTANCE: BAB reserves the right to select the final candidates. Only short listed candidates who meet the specified criteria will be communicated after final selection.

N. CONTACT:

<p>Mr. Md. Nasirul Islam Deputy Director Bangladesh Accreditation Board (BAB) Tel: 880-2-9513224 Mob: 01914663639 Fax: 880-2-9513222 Email: nasir@bab.org.bd</p>	<p>Mr. Md. Towhidur Rahman Assistant Director Bangladesh Accreditation Board (BAB) Tel: 880-2-9586092 Mob: 01818502735 Fax: 880-2-9513222 Email: towhid@bab.org.bd</p>
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If you are interested to nominate or register, please fill in the online Training Registration Form available in the registration section of BAB website www.bab.org.bd.

***Note: Schedule may be changed considering Covid-19 situation.**

With regards



Md. Monwarul Islam
Director General (Additional Secretary)
Phone: 9513221