



## 2008 TRAINING PROGRAM

for

### Testing and Calibration Laboratories, Inspection Bodies and Product Certification/Listing Organizations

**November 10-14, 2008**

ISO/IEC 17025: Monday and Tuesday, November 10-11, 8:00 am-4:30 pm  
Wednesday, November 12, 8:00 am - 2:00 pm  
ISO/IEC 17020: Thursday, November 13, 8:00 am - 4:30 pm  
Friday, November 14, 8:00 am – 3:30 pm

#### **ISO/IEC Standard 17025 (Laboratories)**

**Course Overview:** This course is aimed at testing and calibration laboratories, and product certification organizations. The training program is designed to provide a complete overview of the ISO/IEC Standard 17025:2005 requirements. Valuable insights and tools for your staff to help them implement the requirements of these standards will be offered. There will be special emphasis placed on topics such as internal audits, management review, proficiency testing, complaint handling processes, corrective actions, preventive actions, training, measurement uncertainty and traceability.

Laboratory managers, metrology managers, quality managers, calibration professionals, assessors, test engineers, product certification specialists and other laboratory professionals who desire to gain an understanding of this standard or simply wish to refresh their knowledge should attend this course.

Those attending the course and completing all course work will receive a certificate of attendance. Those also completing and passing the optional written exam will receive a certificate of completion referencing the standard.

#### **ISO/IEC Standard 17020 (Inspection Bodies)**

**Course Overview:** This course is aimed at bodies performing inspections, inspection agencies that also offer listing programs to their clients, and other product certification organizations. The course will offer insights in topics such as inspection equipment management, management of inspection personnel and processes, inspection sample management, internal audits and management review, contract management, and complaint handling. The requirements in the international guidance documents on the application of this standard will also be highlighted.

The course will be useful for quality managers, assessors, inspection personnel, product certification professionals, regulators in the product approval processes, and field inspection professionals.

Those attending the course and completing all course work will receive a certificate of attendance. Those also completing and passing the optional written exam will receive a certificate of completion referencing the standard.

	<b>ISO/IEC 17025</b> Mon-Tue-Wed, November 10-11-12	<b>ISO/IEC 17020</b> Thurs-Fri, November 13-14
Course Fee	\$945	\$695

**Questions:** Please call Anna Lopez at (562) 699-0541, ext. 3723 or e-mail to [alopez@iasonline.org](mailto:alopez@iasonline.org)

**Hotel Information:**

- |                                      |                |
|--------------------------------------|----------------|
| 1. Double Tree                       | (949) 471-8888 |
| 2. La Quinta                         | (949) 551-0909 |
| 3. Courtyard by Marriott             | (949) 757-1200 |
| 4. Quality Suites John Wayne Airport | (714) 957-9200 |

**Venue:**

Irvine Institute of Technology  
8659 Research Drive, Suite 200  
Irvine, CA 92168

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5360 Workman Mill Rd., Whittier, CA 90601, or  
FAX: **(562) 699-8031**, or Scan and email to [alopez@iasonline.org](mailto:alopez@iasonline.org)

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**Individual Cancellation:** If you need to cancel your attendance, you need to let us know in writing. We will not refund your money, however, you may substitute another member of your staff, or attend another class offered by IAS at a later date.