



Presents

INTERNAL AUDITING OF LABORATORIES

This two-day course covers the methodology and recommended best practice in the conduct of internal quality audits within laboratories. The course is highly participative with delegates making individual and small group auditor decisions on a laboratory audit case study.

COURSE CONTENT

- ✚ Audit objectives and benefits
- ✚ Audit basis, planning and scheduling
- ✚ Auditor preparation and checklists
- ✚ Conducting the audit
- ✚ Determining, classifying and reporting nonconformance
- ✚ Corrective action, verification and close-out

COURSE OUTCOMES

Successful completion of the course will enable delegates to:

- ✚ Conduct internal audits effectively within laboratories
- ✚ Establish and manage a laboratory internal quality audit system

WHO SHOULD ATTEND

The course is primarily intended for staff working in laboratories who undertake or anticipate undertaking internal audits within their laboratories.

- Laboratory Auditors
- Laboratory Quality Managers

Facilitator:

Gloria C Williams- is an ex-manager of the Lab Accreditation Scheme at the Trinidad and Tobago Bureau of Standards with over twenty years experience as a chemist, analyzing a range of products including food, textiles and manufactured goods.

Ms Williams is a certified Quality Auditor.

Date: August 26th – 28th, 2009 **Time:** 8.30am- 4:00pm **Cost:** \$3,500.00 (vat incl.)

For further information, contact: Ms. Gemma Malchan-Benny
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