



Bringing Scientific & Technical
Resources to the African Continent

LABORATORY MANAGEMENT (3 Days)

26th – 28th September 2018

Who should attend?

This course is aimed at personnel from accredited or applicant laboratories who have responsibility for the technical or quality management of the tests or calibrations performed.

What are the benefits? This course will help you:

- Understand how the business processes of your laboratory can be combined effectively With the requirements of ISO/IEC 17025
- Understand the roles of Quality Manager and technical management.

Contents

Day 1

- Laboratory structure and roles of QM and TM
- Organization charts
- Quality management system and ISO/IEC 17025
- Job descriptions
- Laboratory facilities, services and supplies
- Equipment and reference materials
- Purchasing equipment and calibration program me.

Day 2

- Personnel training and records
- Requests, tenders, contracts and subcontracting
- Documentation and document control process
- Test and calibration methods
- Method validation
- Customer samples and items.

Day 3

- Calibration and test performance
- Work sheets
- Management controls (QC and internal audit)
- Audit schedule planning
- Non-conforming work

Course details

Date	Cost	Venue
26 th – 28 th September 2018 Reg. Deadline: 17 th September 2018	Ksh.29,000.00 or USD 345 (VAT Inclusive)	Melili Hotel NAIROBI

ChromAfrica L.L.C Africa Operations: Buruburu Business Complex Suite No.26, Mumias South Road, Buruburu.

P.O Box 4963-00100, Nairobi, Kenya. Telephone: +254 – (20)2594918,

US Operations: St. Paul, Min, USA Telephone: +1 651-731-3670

Email: info@chromafrica.co.ke : info@chromafrica.com Website: www.chromafrica.co.ke