



MALAYSIAN TECHNICAL COOPERATION PROGRAM (MTCP)

2022

**Halal Product Testing and Calibration using Accredited Laboratory
ISO/IEC 17025:2017**

20 – 24 June 2022

Closing Date: 20th May 2022

Time: 1200 – 1700 Malaysian Time (GMT+8)**

****class timing will be arranged according to participants' time zone suitability**

Organised by:

SIRIM BERHAD

No. 1 Persiaran Dato' Menteri

P.O Box 7035 Seksyen 2,

40700 Shah Alam, Selangor

MALAYSIA

MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP)

The Malaysian Technical Cooperation Programme (MTCP) was officially launched on 7 September 1980 at the Commonwealth Heads of State Meeting in New Delhi, India, to signify Malaysia's commitment to the South-South Cooperation, in particular, the Technical Cooperation among Developing Countries (TCDC).

The MTCP emphasizes on the development of human resources through the provision of training in various areas which are essential for a country's development such as agriculture, economy, finance, public management and administration, science & technology and ICT, health diplomacy, safety and security including cyber security, cultural diplomacy, social development, environment-related to SDG2030, education, industrial and technical training. Annually, Malaysia offered more than 60 technical and capacity-building programs under the MTCP, which have benefited more than 35,500 participants from 144 countries.

OBJECTIVES OF MTCP

- To share the development experience with other countries;
- To strengthen bilateral relations between Malaysia and other developing countries;
- To promote South-South Cooperation (SSC); and
- To promote technical cooperation among Developing Countries.

ABOUT SIRIM BERHAD

SIRIM is a premier industrial research and technology organisation in Malaysia, wholly owned by the Ministry of Finance incorporated. With over forty years of experience and expertise, SIRIM is mandated as the machinery for research and technology development, and the national champion of quality. SIRIM has always played a major role in the development of the country's private sector. With its unique advantages in research and technology innovation, industry standards and quality, SIRIM offers specialised solutions to serve the needs of all industry sectors, making it the deal technology partner for SMEs. By tapping into our expertise and knowledge base, we focus on developing new technologies and improvements in the manufacturing, technology and services sector enable business and enhance lives. Together with our industry partners, SIRIM has enable Malaysian products and services achieve due recognition in quality and innovativeness worldwide.

COURSE BACKGROUND

Accreditation to ISO/IEC 17025 plays an important role in supporting the provision of accurate and reliable results from laboratory testing, calibration, sampling, and measurement services across many sectors especially when it is related to halal products testing and calibration.

The technical competence of a laboratory depends on several factors including:

- The qualifications, training, and experience of the staff
- The right equipment – properly calibrated and maintained
- Adequate quality assurance procedures
- Proper sampling practices
- Appropriate testing procedures
- Valid test methods
- Traceability of measurements to national standards
- Accurate recording and reporting procedures
- Suitable testing facilities

ISO/IEC 17025 accreditation assess factors relevant to a laboratory's ability to produce precise, accurate tests and data including the technical competence of staff, the validity and appropriateness of test methods, the suitability and maintenance of test equipment, the testing environment, sampling, handling and transportation of test items, and the quality assurance of test data.

Meanwhile, SIRIM Green 5S helps in eliminating waste in terms of items, tools, machinery, and equipment and in turn systems, processes, time, and efforts. All this subsequently results in improved productivity, increased uptime, and higher efficiency.

COURSE OBJECTIVE

The objectives of the program :

- To appreciate the importance of laboratory accreditation for halal testing and the need of accreditation documentation
- To identify the mandatory documents required by the standard ISO/IEC 17025:2017
- Able to write policies, quality manual and standard operating procedures
- Able to understand the various ways of implementing ISO/IEC 17025:2017 requirements
- Provide understanding on the concepts and principles of Green 5S system
- Provide guidance on step-by-step implementation of Green 5S system
- How to implement the Green 5S elements within the organization

COURSE METHODOLOGY

Methodology of the training will be as follows:

- **Lectures/Workshop:** Lectures, exercises, case study or group discussion will be conducted in between the session.
- **Test/Quiz:** Short tests will be given to evaluate the understanding of participants of the subjects given and to qualify the certificate of attendance.

- **Q&A session:** A forum with the facilitator will be provided at the end to provide participants to put forward any doubts and questions.
- **Sharing session:** A special occasion will be conducted by invited industry player to share experiences

The training outline:

- Understand and implementing LQMS of ISO/IEC 17025:2017
- Development and guidance on the documentations of ISO/IEC 17025:2017
- Risk assessment in testing and calibration of halal products
- Establishing of risk register of the laboratories
- Understanding the Green 5S implementation in the accredited laboratory.

CRITERIA OF APPLICANT

- Laboratory managers, laboratory technicians and technical staff, prospective assessors and consultants, and auditors are involved in any related industries and services
- Age between 25 - 50 years old
- Basic knowledge of computers and ICT skills
- Has not participated in any course under MTCP
- Minimal proficiency in English

MANNERS

- The course is held entirely on-line, participants must adhere to the schedule by filling up the attendance form each time the course session takes place. This course will be conducted from:
 - Date: **20 – 24 June 2022**
 - Time: **1200 – 1700 Malaysian Time (GMT+8)****
***subject to change*
- Participants are required to turn **ON** their video throughout the course
- Participants are required to maintain order and adhere to a proper dress code during the sessions
- Participants must follow all the given instructions and complete each assignment/ task given for each session
- Participants need to make sure that they are in a place where internet access is excellent and avoid noisy areas to ensure that there is no disturbance throughout the course
- If the participant fails to complete the total allocated course hours, the certificate will not be issued

HOW TO APPLY

- The course fees are fully sponsored by the Government of Malaysia.
- Applications should be made using the prescribed MTCP forms available at http://mtcpcoms.kln.gov.my/mtcpcoms/upload/MTCP_2022_ApplicationForm.pdf
- MTCP application forms can also be obtained from the nearest Malaysian Embassy/High Commission in recipient countries.
- All application forms must be duly completed and endorsed by the Ministry of Foreign Affairs or National Focal/Aid Coordinator Agency in the respective countries and submitted **ONLY** through the diplomatic channel via the Embassy/High Commission of Malaysia.
- Only successful applicants will receive the Official Invitation notification one (1) week from the course date, by the Training Institute via email
- Online training link will be sent out via email to successful candidate
- Incomplete and/or unendorsed forms will not be processed

FURTHER ENQUIRIES:

Coordinator of MTCP

SIRIM Berhad - Managed by SIRIM STS Sdn Bhd
1st Floor Building 3, SIRIM Complex
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