

INTERNATIONAL TRAINING PROGRAMMES FOR DEVELOPING COUNTRIES 2024-25

International Training Programme on Management Systems
(24th July to 06th August 2024)

International Training Programme on Standardization and
Conformity Assessment (20th November to 3rd December 2024)

International Training Programme on Competence of
Laboratory and their Management System (05th February to
18th February 2025)



**National Institute of Training for Standardization,
BUREAU OF INDIAN STANDARDS
A 20-21, Institutional Area, Sector 62, Noida, India**

ABOUT NITS, BIS

Bureau of Indian Standards (BIS), the National Standard Body of India, is a Statutory Organization under the Department of Consumer Affairs, Ministry of Consumer Affairs, Food and Public Distribution, Govt. of India and is engaged in the following activities:

- Formulation of Indian Standards
- Conformity Assessment
- Laboratory Testing and Related activities
- WTO/TBT Enquiry Point
- Training
- Standards Promotion

To meet the growing needs & expectations of the Industry, National Institute of Training for Standardization (NITS) was set up under the aegis of BIS in 1995. Since then NITS has been organizing various types of training programmes in the area of standardization, quality assurance, conformity assessment, laboratory testing, management systems etc. These programmes are conducted by a team of well experienced, qualified & trained faculty. NITS has also been organizing International Training Programmes for Developing Countries of Asia, Africa, Europe and Latin America.

FACILITIES AT NITS, NOIDA

The NITS campus is spread over an area of 16000 sq.m. and has a built-up area of 7200 sq.m. The facilities at NITS include a High Tech Conference Hall, an Auditorium with a capacity to accommodate 112 persons, a state of art Computer Lab & 5 lecture rooms equipped with modern training aids, Library and a Hostel Block with 46 Air- conditioned Double Bed Rooms.



General

Bureau of Indian Standards (BIS), the National Standards body of India has been organizing International Training Programmes on Standardization and Quality Assurance for the Developing Countries of Asia, Africa, Europe and Latin America every year since 1968. Training programmes on Management Systems and Laboratory Quality Management Systems are also being conducted. The current years' programmes are the, **20th in the series on Management Systems, 55th in the series on Standardization and Conformity Assessment and 15th in the series on Laboratory Quality Management Systems.**

The Government of India offers limited number of Fellowships to the nominees of many Developing Countries under its Technical Assistance Plans for attending the International Training Programmes (see Page-6). Besides the fellowships, some seats are also available on self-financing basis in which case the expenditure is met either by the sponsoring governments or by the candidates themselves (for details, see Page-6&7).

Number of Participants

35 (Max)

Venue

National Institute of Training for Standardization (NITS)
A-20 - 21, Institutional Area, Sector-62
NOIDA (Near Delhi - U.P. Border) - 201309, INDIA



Participation Requirements

- Graduates in engineering or technology or in any discipline with professional experience in the field of Standardization / Quality/ Environment/ Food Safety/ Occupational Health & Safety/ Laboratory, etc;
- Ordinarily not more than 45 years of age; and
- Medically fit with good health.

Officials of National Standards Bodies (NSB) will be given preference.

Language Requirements

Working knowledge of English language, as the programmes will be conducted in English.

Material for Exchange of Information

For effective and purposeful contribution to discussions and workshop sessions, each participant is required to bring with him/her full information along with supporting documents on the following aspects applicable to his/her country:

- Current industrial scenario in different sectors;
- Future plans for industrial development;
- Details regarding establishment and functions of the National Standards Body (NSB) (including Constitution, Bye-laws, Acts, Rules and Regulations, etc, framed for standardization, quality certification, export inspection, metrology, testing, etc);
- Progress in standardization and management systems, work achieved so far and future work programme;
- Laboratory system, National Laboratory Accreditation System and Analytical Metrology;
- Procedure and practices for Product Certification;
- Major concerns in standardization, conformity testing, certification and management systems, if any;
- Standards information systems and WTO imperatives; and
- Information on national priorities & plans having bearing on the activities of NSB

Contents/Aspects covered under training programmes

Please see respective programmes at Pages 13,14 and 15.



Certificate

Each participant will be given a certificate on successful completion of the course and having a satisfactory record of attendance.



Assistance Offered – Government of India Fellowship

Information regarding the different countries covered under the various Government of India Fellowship schemes is available with the Indian Missions in each of the countries. The schemes are:

- Indian Technical and Economic Cooperation (ITEC)

The fellowships may include the following:

- Cost of International air travel (one way or both ways, as applicable).
- Cost of hostel accommodation (as per the monetary limits set by Govt. of India).
- Cost of internal travel for industrial and technical visits.
- Cost of Course fee/study tour.
- Boarding and miscellaneous expenses as per Govt. of India Rules.
- Book allowance.
- Limited cost of medical expenses in India as per Govt. of India Rules.

NOTE: Before starting for India, all the participants must have Overseas Medical Insurance Policy to cover the entire period of stay in India. The policy should cover any hospitalization expenses also during the stay in India.

The sponsoring Governments/Organizations are required to meet all the expenses of the candidate(s) in respect of medical examination and travel to and from the port of embarkation within the country. Any expenditure on the way towards airport tax,

etc, will be incurred by the nominee or his/her sponsoring Government/Organization. If the travel requires a layover/stay in another city/country during flight change, the sponsoring Government/Organization will have to meet the expenses in connection with this layover.

The sponsoring governments **will have to pay to their nominees' supplementary allowance** to meet personal expenses during training as per their respective rules and practices.

Breakfast, mid- session tea and Lunch shall be provided by NITS.

Self-Financing Candidates

Nominees, who cannot be accommodated due to limited number of available fellowships, may also participate in the training programme as self-financing candidates. In these cases, apart from meeting expenses on to and fro International air travel, the participants will have to bear the charges of the programmes which are US \$ 2500 for Standardization & Quality Assurance Programme, US \$ 2000 for Management System Programme and US \$ 2000 for Laboratory Quality Management System Programme, per candidate. This includes tuition fee, boarding, lodging and internal travel in India. The fee may be paid by the sponsoring organizations or the candidates themselves.

Nominations

Sponsoring governments are requested to send their nomination in prescribed forms to the Indian High Commission/Embassy in their respective countries.

The prescribed forms are available from the Indian Mission in the respective country of the participant or at <http://www.itecgoi.in> for applying online under specialized courses.

The nominations **should be submitted** to the Indian Mission sufficiently in advance, at least 45 Days before the start of the programme.

Nominations are **not** to be submitted to the National Institute of Training for Standardization (NITS).

In view of wider participation as per the experience of earlier programmes, it may not be possible to accommodate more than two nominees from any country.

Selection

The Government of India together with NITS will select participants from the applications received. Immediately after the selection has been made, the concerned Indian Mission would confirm to the candidate.

NOTE: Withdrawal must be informed well in time (at least 20 days before the start of the course) as withdrawal at a later date will deprive other candidates the opportunity to attend as standby candidate.



Online ITP on Laboratory Quality Management System

Accommodation

Accommodation will be provided in the Hostel block of NITS.



Leisure Time Activities

Weekends are free to enable participants to deal with personal matters, go shopping and to pursue their own interests. Visits to tourist places of interest in and around New Delhi will be organized.



Visa & Passport

Before coming, a participant should obtain visa for India from the Indian Mission. The visa & Passport should be valid for the whole period of the programme. Immediately after the completion of the programme, the participants are required to go back to their own countries.

Currency

The Indian Rupee (INR) is available in currency notes of denominations of 10, 20, 50, 100 and 500. Coins are in circulation in denomination of 1, 2, 5, 10 and 20.

Money changers are available at airports and major shopping areas in most cities and banks. Most large shops & departmental stores accept major credit cards. You are advised to keep receipts of currency changed with you till you depart from India.

Telecommunications

Public call kiosks can be found in most places. There are direct dialling services between major cities in India and international dialling and calling cards are easily available. Temporary mobile connections can be procured after submitting passport size photograph and photocopy of passport with an application for a local SIM card. A connection takes about 48 hours to be activated.

Healthcare

First-aid kits are available at NITS. For medical emergencies, there is a well-equipped 24x7 private hospital within 1.5 kilometres of NITS campus.

Date of Arrival

The participants are requested to make their travel plans in such a manner so as to reach the venue at least one day before the start of the programme.

Additional Information

The training venue, NITS Campus, NOIDA is located approximately 35 Km from Delhi International Airport, 20 km from the New Delhi Railway Station. The courses are residential and all participants need to reside in the Hostel at NITS and follow the training schedule including the study tours. No exceptions are permissible.

The temperature ranges between 20°C - 35°C in September, 9°C - 30°C in October / November/December and 8°C - 22°C in February.

The participants, particularly those from Latin America and Africa, should immunize themselves against yellow fever **at least 10 days in advance** of their entry into India and bring along with them a certificate to this effect.

The arrangement for receiving the participants at the Indira Gandhi International (IGI) Airport, New Delhi and transport to the place of stay will be made, if prior information is made available regarding date and time of arrival, flight number, etc. A representative from NITS will be waiting at the exit gate at the airport with a placard displaying '**NITS**'. NITS transport will bring participants to the institute. In case someone misses the NITS representative, s/he may contact the '**Pre-Paid**' Cab

Service Counter in the arrival lounge and take a cab from there. Alternatively, **Android & iOS application** based **Cab services** like **Uber, Ola, Meru, Quick cabs** etc. are also available at the Airport. Payment of such cabs will be suitably reimbursed by NITS.

Contact details:

- 1) **Shri. P Rajesh**
Scientist-G & DDG (ITS, PRT & TNM)
Tel. +91- 011-23218170, Mob. +91-9899022300
email :ddgprrt@bis.gov.in
- 2) **Shri. Atindra Chatterjee**
Scientist-F & Head
Tel.+91-120- 4670230, Mob. +91-9355898354
email :hnits@bis.gov.in

**Address: - National Institute of Training for Standardization
(NITS)A-20 - 21, Sector-62 (Institutional Area)
NOIDA (Near Delhi – U.P. Border) – 201309, INDIA**

NOTE: Further Information on individual training programmes can also be obtained from our Website at: www.bis.gov.in or from respective Course-Coordinators.

20th International Training Programme on **MANAGEMENT SYSTEMS**

Dates : 24th July to 06th August 2024

Duration : 2 weeks

Programme Outline

The training comprises of the following phases:

Acclimatization, Study & Workshops : 2 weeks

Industrial Visits : 1 Days

Aspects Covered

Various Management Systems, which will be covered during the study phase, include:

- IS/ISO 9001 Quality Management System (QMS)
- IS/ISO 14001 Environmental Management System (EMS)
- IS 15700 Service Quality Management Systems (SQMS)
- IS 16001 Social Accountability at Work Place (SAMS)
- ISO 45001 Occupational Health and Safety Management System (OHSMS)
- IS/ISO 22000 Food Safety Management System (FSMS)
- IS/ISO 26000 Social Responsibility
- IS/ISO 27001 Information Security Management System (ISMS)
- IS/ISO 50001 Energy Management Systems (EnMS)
- IS/ISO 37001 Anti Bribery Management Systems
- Auditing Techniques as per ISO 19011
- Latest development at ISO/CASCO on Management Systems Standards & Guides
- IAF guidance on Certification/Accreditation

Implementation & Certification of Various Management Systems will also be covered during the lectures as well as through Industrial Visits so that the participants can learn the process of implementation of management systems and their impact on trade and industry.

Course Coordinator:

Shri. Kumar Manish Raja, Sc. 'D'

+91- 120- 4670275, +91-9330615002

Email: nits@bis.gov.in

55th International Training Programme on STANDARDIZATION AND CONFORMITY ASSESSMENT

Dates : 20th November to 03rd December 2024

Duration : 2 weeks

Programme Outline

The training comprises of the following phases:

Acclimatization, Study & Workshops : 2 weeks

Industrial Visits : 1 Days

Aspects Covered

Various aspects of Standardization, Quality Assurance and Management Systems to be covered during the study phase include:

- Organization and Functions of National Standards Body (NSB)
- Standardization – Fundamentals, Development & Drafting of Standards, Responsibilities of Committee Secretaries, International Standardization scenario and WTO
- Certification – Principles, Practices and Schemes
- Mandatory and voluntary certification, Quality Control orders and enforcement
- Implementation and Promotion of Standards
- Computerization Activities of NSB

Besides the above, the participants will also be given an opportunity, to the extent possible, to:

- Attend meetings of BIS Technical Committees engaged in the formulation of national standards;
- Visit industrial establishments, test houses, etc. within the country for assessment of the impact of standardization, product certification and management system certification on trade and industry; and
- Organize mock committee meetings for the formulation of standards.

Course Coordinator:

Shri. Kumar Manish Raja, Sc. 'D'

+91- 120- 4670234, +91-9330615002

Email: nits@bis.gov.in

15th International Training Programme on **COMPETENCE OF LABORATORIES AND THEIR MANAGEMENT SYSTEM**

Dates : 05th to 18th February 2025

Duration : 2 weeks

Programme Outline

The training comprises of the following phases:

Acclimatization, Study & Workshops : 2 weeks

Industrial Visits : 1 Days

Aspects Covered

Various aspects which will be covered during the study phase include:

- An understanding of IS/ISO/IEC 17025:2017. Group discussion and case studies are special features.
- Developing and understanding on quality system documentation for the laboratory. It would include training on developing quality documents etc.
- Management, equipment, calibration, traceability, measurement uncertainty, environment, test methods, test items, safety, quality control, records and reports etc.
- Techniques of conducting internal audit and reporting of the internal audit findings.
- Management review and its contents.
- An understanding of IS/ISO/IEC 17043.
- Techniques for conducting Inter - Laboratory Comparison (ILC) / Proficiency Testing (PT) & evaluation of the scores.
- Understanding of Uncertainty in Measurement and application of Measurement uncertainty in Decision rules for Conformity statement.

Implementation of IS/ISO/IEC 17025 will be covered during the lectures as well as through Laboratory visits so that the participants can learn the process of implementation and accreditation of Laboratories. After the training, the participants will be able to handle the technical requirements in their laboratory as per the international practices.

Course Coordinator:

Shri. Rajendra Kumar Palsania, Sc. 'C'

+91- 120- 4670229, +91-9717623361

Email: nits@bis.gov.in



