



Workshop on General QA/QC Procedures for Testing Laboratories (Code QAQC)

8 & 9 June 2020

Organized by

IKM (Perak Branch) Professional Training Centre



☐ Trainer's Profile



PROF DR TEH GEOK BEE Email: sharonteh2009@gmail.com

- 20 years of teaching experience in two private universities
- 10 years as trainer at IKM Professional Centre
- Have trained more than 2000 chemists and technicians since 2008
- Appointed as SAMM Technical Assessor by Department of Standards Malaysia since 2011

Prof Dr Teh Geok Bee received her M.Phil and Ph.D. in Chemistry from University of Cambridge, United Kingdom in 1998 and 2000 under the sponsorship of Cambridge Malaysia Chevening and Cambridge Commonwealth Trust Scholarships, respectively. She received her first class honours degree from Universiti Kebangsaan Malaysia in 1995 and has been actively involved in research especially in the synthesis and characterization of magnetic nanoparticles. Her expertise is in the field of structural elucidation of nanoparticles using high resolution transmission electron microscopy.

Prof Dr Teh Geok Bee is the recipient of New Zealand ISAT Linkages Fund and the UNESCO-TWAS Associateship Scheme which enable her involvement in international research collaborations. She has served Institut Kimia Malaysia (IKM) in various capacities, including serving as Council Member (since 2007), Honorary Assistant Secretary (2009-2013), Honorary Assistant Treasurer (2014-2015), representing IKM in the ISO/TC 229 Working Group 3, which is working towards ISO regulatory guidelines in "Health, Safety and the Environment Relevant to Nanotechnologies" and Member to ISC B and ISC Y Standards Committee Groups.

She is a Fellow of Cambridge Commonwealth Society since 1998 and she received the IKM Fellowship in Dec 2015. She is an Associate Fellow of the Academy of Sciences Malaysia (2010-2016) and is a Taskforce Committee Member to the National Nanotechnology Directorate under the Malaysian Ministry of Science, Technology and Innovation since 2011. She is an appointed Malaysian Qualifications Agency Assessor for the chemistry programme since 2008 and a Malaysian Laboratory Accreditation Scheme Technical Assessor for ISO/IEC 17025 since 2011. She is the National Representative (NR, 2014-2015) and Associate Member (AM, 2016-2017) and Titular Member (2018-2021) to International Union of Pure and Applied Chemistry (IUPAC), Division VII: Chemistry and Human Health Division.

Currently, she is the President of Southern University College at Skudai, Johor, Malaysia.

❑ **Learning outcomes of the course:**

At the end of the course, the participants should be able:

- To understand the general requirements of ISO/IEC 17025 on Quality Controls
- To apply quality tools for quality improvement
- To apply general QC procedure for laboratory testing

❑ **Workshop Contents**

1. Introduction to Quality Management Systems
2. Introduction to Laboratory QA QC
3. Importance of QA QC – Historical Aspects
4. Impact of the New ISO/IEC 17025 Revision
 - Reference materials and traceability
 - Method validation and verification
 - Proficiency testing
 - Measurement uncertainty
 - Lab QC based on Risk Assessment
5. The Seven Quality Tools
 - Cause and Effect Diagrams
 - Flow Charts
 - Checksheets
 - Histograms
 - Pareto Charts
 - Control Charts
 - Scatter Diagrams
6. General QC procedures in Testing
 - Replicate analysis
 - Spike recovery analysis with certified references materials
 - Instrument performance and calibration
 - Use of control charts

❑ **Registration closing date: 24 May 2020**

❑ **Registration Fee** (*inclusive of refreshments, lunch & workshop materials*):

IKM Members: RM 750.00

Non IKM Members: RM 950.00

❑ **Who should attend**

Practicing chemists and quality assurance managers who wish to acquire the knowledge and understanding of laboratory quality management.

Terms & Conditions

The organizer reserves the right to make changes on the programme, cancel or reschedule the programme due to unforeseen circumstances. All efforts will be made to inform registered participants of such changes. The organizer will not be responsible for any damages or expenses suffered by the participants as a result of alternative arrangements made.

The **workshop registration fee** must be paid to “**Institut Kimia Malaysia Perak Branch**”, **Public Bank Account No: 3096895915**. No refund of registration fee for cancellation of registration after the closing date. However, a registered participant can be replaced with another person at no additional cost.



Workshop Venue

**Tower Regency Hotel And Apartments,
6, Jalan Dato Seri Ahmad Said, Greentown, 30450 Ipoh, Perak**

For hotel room reservation, please contact Mr Meor Suhaniz at:

Email: meor@towerregency.com.my; Mobile number: 019-6002078

Kindly email the registration form & payment slip to:

Hon Secretary of IKM Perak Branch

Email: ikmperak@ikm.org.my (preferred); Whatsapp: 012-2523784 (Ms Jocelyn)

Registration Form (Code: QAQC)

Category

Participants' Name *(Include IKM membership Number)*

IKM Member

Non-IKM Member

1.....

2.....

3.....

4.....

5.....

Company Name & Address

Total Registration Fees: RM.....

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Telephone Number..... Email.....