



MiChem Dynamics
LEADING CHANGE

MANAGEMENT REVIEW MEETING WORKSHOP

The Management Review Training Workshop aligned with ISO/IEC 17020 is specifically crafted to provide participants with a comprehensive understanding of the management review process within the realm of inspection bodies. ISO/IEC 17020 outlines the general criteria for the competence of inspection bodies, and a robust management review is essential for ensuring compliance and continual improvement in inspection activities.

Upon completion of this workshop, the participants will be well-equipped to lead or contribute effectively to the management review process within inspection bodies, ensuring compliance with ISO/IEC 17020 and fostering a culture of continual improvement and excellence in inspection services.



THE COURSE WILL RUN OVER 1 DAY

WHO SHOULD ATTEND THIS COURSE:

- Technical / Quality managers
- Nominative representatives

MINIMUM ENTRY REQUIREMENTS:

- Fluency in English writing and reading skills

TUITION:

- Training material included (English)
- Certificate of attendance will be issued on successful completion of training.

LEARNING OUTCOMES:

- Understand the purpose and objectives of a management review meeting.
- Effectively address all the inputs and outputs as required by ISO/IEC 17020:2012 Clause 8.5.
- Compile the Management review procedure, minutes and action list as required by ISO/IEC 17020:2012 Clause 8.5.

COURSE OVERVIEW:

- Introduction
 - ISO/IEC 17020:2012 Clause 8.5 Management review
 - Responsibilities
 - Frequency
 - Attendance
 - Management review process
- Management review agenda
- Compiling the management review minutes
 - Inputs
 - Outputs
 - Action list