



বাংলাদেশ স্ট্যান্ডার্ডস এন্ড টেস্টিং ইনস্টিটিউশন

BANGLADESH STANDARDS AND TESTING INSTITUTION
Member ISO,OIML,APMP & Codex Alimentarius Commission of FAO/WHO

মান ভবন

১১৬/ক, তেজগাঁও শিল্প এলাকা, ঢাকা-১২০৮

116-A, TEJGAON INDUSTRIAL AREA, DHAKA-1208

National Metrology Laboratory
BSTI, Bangladesh

ফোন : ৮৮৭০২৭৫, ৮৮৭০২৭৭, ৮৮৭০২৭৮, ৮৮৭০২৭৯, ৮৮৭০২৮০, ৮৮৭০২৮১, ৯১৩১৫৮২

Fax : 88-02-9131581 E-mail : bsti@bangla.net Website: www.bsti.gov.bd

Ref: 36.05.0000.042.29.001.17

Date: 05.08.2018

Sub: Training on Calibration and Inter Laboratory Comparison(ILC) for Financial Year 2018-2019.

National Metrology Laboratory (NML-BSTI) is going to arrange one ILC program and 4 training program on Calibration of weights, measures, weighing and measuring equipment in the Financial Year 2018-2019 at NML-BSTI, Dhaka. The course details are as below:

A. COURSE TITLE:

Course No	Course Title	Subject	Date	Application due by
ILC-2018/01	Inter Laboratory Comparison (ILC)	ILC on Mass, Length, Temperature, Pressure, Volume & Stop watch.	Prep. meeting 13.08.2018	09.08.2018
NML-BT-03/18	Basic Training Program on Calibration of weights, measures, weighing and measuring equipment	Basic Concept on Metrology, ISO/IEC 17025, Mass, Length, Temperature, Pressure & Volume.	23-27 September 2018	16.09.2018
NML-HT-04/18	Hands on Training in Length, Temperature and Time.	Calibration of Length, Temperature and Time Measuring Equipment.	2-5 December 2018	25.11.2018
NML-BT-05/19	Basic Training Program on Calibration of weights, measures, weighing and measuring equipment	Basic Concept on Metrology, ISO/IEC 17025, Mass, Length, Temperature, Pressure & Volume.	20-24 January 2019	13.01.2019
NML-HT-06/19	Hands on Training in Mass, Balance, Pressure and Volume.	Calibration of Mass, Balance, Pressure and Volume Measuring Equipment.	5-9 May 2019	28.04.2019

B. AIMS & OBJECTIVES:

- To give basic/practical knowledge on calibration of Mass, Balance, Temperature, Length, Volume, Pressure and Time.
- To give basic understanding on Metrology concept, Traceability and Uncertainty.

C. DURATION & TIME: 05 (Five) working days from 9.30 AM to 4.30 PM.

D. VENUE: NML-BSTI Conference Room, 116/A, Tejgaon Industrial Area, Dhaka-1208, Bangladesh.

E. RESOURCE PERSON: NML-BSTI Technical Staffs.

F. TARGET PARTICIPANTS:

- Laboratory Experts/Technical staffs who are working in the calibration/Testing labs.
- Technical staffs who are performing in house calibration.

G. MINIMUM QUALIFICATIONS:

- Science graduate.
- Shall have working experience in laboratory (Calibration/Testing).
- Should have the basic understanding on Quality Management Systems.
- Basic knowledge on computer (MS Word and Excel) .

H. NUMBER OF PARTICIPANTS: 15 (Fifteen).

I. REGISTRATION FEE: A registration fee Tk. 20,000 (Twenty Thousand) + 15% VAT per applicant is payable in Cash or by Pay order in favour of the Bangladesh Standards and Testing Institution (BSTI), Dhaka. On payment of fees, participants can collect course materials for advance preparation.

J. REGISTRATION LAST DATE:

Course No	Registration last Date
ILC-2018/01	09.08.2018
NML-BT-03/18	16.09.2018
NML-HT-04/18	25.11.2018
NML-BT-05/19	13.01.2019
NML-HT-06/19	28.04.2019

K. FINAL ACCEPTANCE: NML-BSTI reserves the right to select the final candidates. Only the short listed would be communicated after the selection.

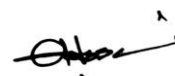
L. CONTRACT:

Engr. Md. Jaydul Islam Deputy Director (Metrology) and Quality Manager, NML-BSTI. Tel: 88028870290, Mobile: 01780004055 E-mail: jaydul.nmlbsti@gmail.com	Md. Shafiqul Alam (Coordinator) Senior Examiner (Metrology) and Head of Temperature and Balance Lab. Mobile: 01715249345, 01998506070. E-mail: shafibsti@gmail.com
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If you are interested to nominate or register, please send the filled in "Training Registration Form" (attached). The form can also be downloaded from BSTI website(www.bsti.gov.bd). Registration would be confirmed only after receiving the payment.

Attachment: Training Registration Form.

With Regards,



(Md. Anwar Hossain Molla)
Director (Metrology)
Phone: 8802-8870281
E-mail: dmet.bsti@gmail.com



National Metrology Laboratory
BSTI, Bangladesh

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TRAINING REGISTRATION FORM

Title of the Training Course:		Please attach a copy of recent Passport size color photograph here		
Date:				
Note: 1. Please answer each question clearly and completely. Use additional sheets, if necessary. 2. Only the Registrations recommended by the Supervisor/Head of the organization will be considered for final selection.				
APPLICANT'S PERSONAL INFORMATION				
First Name	Middle Name	Last Name	Sex	Marital Status
Date of Birth	Place of Birth	Nationality		
Permanent Address:		Present Address:		
Telephone Number:		Telephone Number:		
Mobile Number:		Mobile Number:		
Email :		Email :		
APPLICANT'S ORGANIZATION				
Name of Organization:				
Position/Designation :				
Address:.				
Telephone Number:		Email :		

Brief Description of Work:

EDUCATIONAL ATTAINMENT: *Including Professional Degree (if any); add more row (if necessary) and lower level degree may be excluded if space doesn't permit.*

Level/Degree	Institution/ University	Major Area/Concentration	Passing Year	Class/Grade

PROFESSIONAL ACHIEVEMENTS : (Please describe in brief)

RELEVANT TRAINING AND WORKSHOP PARTICIPATED

Title	Conducted by	Organized by	Venue	Duration

EXPERIENCES AND EXPERTISES

PRIMARY OBJECTIVES TO BE ACHIEVED BY THE PROPOSED TRAINING

RECOMMENDATION FROM SUPERVISOR/HEAD OF THE DIVISION OF THE ORGANIZATION