



## Analytical Method Validation

**This course has been specifically designed to allow chemical and biological testing laboratory personnel to learn about the concepts and conduct of analytical method validation.**

Analytical laboratories often seek to carry out method validation to fulfil the accreditation requirements of ISO/IEC 17025. Other compelling reasons for conducting it are:

- An analytical method is then much better understood
- Capabilities and limitations of the method are established
- Factors that influence method performance are better identified.

The following topics will be covered:

- Introduction and concepts
- The NZS ISO/IEC 17025 perspective
- Performance characteristics: terminology
- A systematic approach to validating analytical methods
- Quality assurance aspects impacting on validation
- Integrating measurement uncertainty and traceability with validation.

Participants should bring along an example of a simple testing method that they want validated.

### Presenter

The course is presented by Dr Eveline Baker (PhD, MSc, BSc Hons, GradDipEd, MRACI, C Chem). Eveline is a scientist whose career has a strong focus on tertiary and industry-based education and training.

Dr Baker's strong communication skills, motivational style of delivery and ability to explain scientific and technical concepts clearly are highly valued by participants in her presentations.

Comments on feedback forms for her previous courses have included:

*"Most certainly confident, knowledgeable, easy to talk to";*

*"Approachable, empathetic, clear, enthusiastic relating to participants";*

*"Ability to keep it interesting".*

### Please note

The number of participants for each course is restricted to ensure a trainer:student ratio that will facilitate effective training outcomes.

### Participating in a course

It's very easy to take part. You can make a provisional booking by phoning 0800 9000 99 or emailing us at [info@nzqc.co.nz](mailto:info@nzqc.co.nz).

To confirm your place, just send us a completed registration form either with full payment or a purchase order. As soon as we receive your registration form (preferably no later than four weeks before the course), we'll send you a confirmation letter with full details.

### Course fees include

- Tuition
- Morning tea, lunch and afternoon tea (depending on course times)
- All course notes and take-home reference materials

### Duration & Prices

Two day course \$1045 +gst

*Book one month in advance to receive the early bird price of \$875 +gst*

### Dates & Locations

Auckland 8-9 September 2010

# NZQC COURSE REGISTRATION FORM



Name of Course     Analytical Method Validation    

Date \_\_\_\_\_ Location \_\_\_\_\_

## REGISTRANT INFORMATION

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Position/Title \_\_\_\_\_

Email \_\_\_\_\_

Company Name \_\_\_\_\_

Postal Address \_\_\_\_\_ Postcode \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

## APPROVING MANAGER

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Position/Title \_\_\_\_\_

Email \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

## BOOKING

Purchase Order \_\_\_\_\_

Booking Contact Name \_\_\_\_\_

Invoice Address (if different to above) \_\_\_\_\_

*Please read the terms and conditions below before posting your registration for this course.*

## METHOD OF PAYMENT

*Payment for the course must be received by NZQC prior to course commencement date unless another arrangement has been agreed with NZQC.*

**Pay By Cheque**

Please make cheque payable to:  
New Zealand Quality College  
Private Bag 28908, Remuera  
Auckland 1541

**Pay by Credit Card**

Currently we accept VISA and MASTERCARD

VISA       MASTERCARD

Card Number \_\_\_\_\_

Expiry Date \_\_\_\_\_

Cardholder's Name \_\_\_\_\_

Signature \_\_\_\_\_

Payment Amount: \$ _____ (+ GST)
-------------------------------------

## TERMS AND CONDITIONS

### Amendment, Alteration and Cancellation

We reserve the right to amend, alter or withdraw any of the information in this brochure or on any course being offered should circumstances dictate. If we cancel, we will notify registrants as early as possible to minimise any inconvenience. Please check with us before booking any travel or accommodation connected with your course registration.

### Unable to attend

We understand that priorities change and you may not be able to attend the course you have registered for. When this arises, the following terms may apply:

- If you advise us of the registrant's non-attendance 14 days or more before the course starts, you will be issued with a full refund.
- Should we receive cancellation less than 14 days before the course starts, we will refund 50% of the course fee.
- If we receive cancellation on the day of the course or the registrant does not attend, no refund will be made.

### Transfers

You may transfer to another date and/or location for the course you have registered for up to 14 days prior to the course commencing at no additional cost. If we receive a transfer request within 14 days of the course, a 10% transfer fee will apply. Transfers on the day of the course will be treated as cancellation.