

P02-06 – CALA Program Description – Training Fee
Schedule

Revision 1.21 – March 27, 2017



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Canadian Association for Laboratory Accreditation Inc.
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 Phone: (613) 233-5300 Fax: (613) 233-5501 <http://www.cala.ca>
 Email: training@cala.ca

CALA PROGRAM DESCRIPTION – TRAINING FEE SCHEDULE

1.0 INTRODUCTION

The following fees are:

- subject to change without notice;
- effective January 1, 2017;
- payable in advance (based on estimated fees); and
- quoted in Canadian dollars.

2.0 CALA TRAINING SERVICE FEE STRUCTURE

Cost per Participant			
CALA Facilitated Course		Voting Institutional Members	Non-Members
		<i>Off-site</i>	<i>Off-site</i>
Understanding ISO/IEC 17025 (2 days)	Virtual	\$816	\$960
	In-class	\$858.50	\$1010
ISO/IEC 17025: 2017 What's New or Different (1 day)	Virtual	\$467.50	\$550
	In-class	\$575	\$575
ISO/IEC 17025 Refresher (1 day)	Virtual	\$467.50	\$550
	In-class	\$488.75	\$575
Beyond the Basics for ISO/IEC 17025 (2 days) ***	Virtual	\$816	\$960
	In-class	\$858.50	\$1010
Root Cause Analysis (1 day)	Virtual	\$586.50	\$690
	In-class	\$616.25	\$725
Continual Improvement Requirements in ISO/IEC 17025 (1/2 day)	Virtual	\$255	\$300
	In-class	\$267.75	\$315

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Preventive and Corrective Action (1/2 day)	Virtual	\$255	\$300
	In-class	\$267.75	\$315
Internal Auditor Course for ISO/IEC 17025 (2 days) *	Virtual	\$892.50	\$1050
	In-class	\$935	\$1100
CALA Lead Auditor (2 days) ****	Virtual	\$892.50	\$1050
	In-class	\$900	\$1100
Laboratory Train the Trainer (2 days)	Virtual	\$748	\$880
	In-class	\$840	\$786.25
CALA Lead Assessor Course (5 days)	Free for nominated CALA Assessors only		
Management for Laboratory Managers (2 days)	Virtual	\$765	\$900
	In-class	\$858.50	\$1010
Measurement Uncertainty (Chemistry) (1 day)	Virtual	\$663	\$780
	In-class	\$697	\$820
Measurement Uncertainty (Microbiology) (1 day)	Virtual	\$663	\$780
	In-class	\$697	\$680
Method Validation (1 day)	Virtual	\$663	\$780
	In-class	\$697	\$680
Laboratory Internal Calibration (1 day)	Virtual	\$663	\$780
	In-class	\$697	\$680
Introduction to Control Charts (1 day)	Virtual	\$612	\$720
	In-class	\$646	\$760
Advanced Concepts for Control Charts (1 Day)	Virtual	\$612	\$720
	In-class	\$646	\$760

* Please note that in order to be able to take the Internal Auditor course it is a pre-requisite that you have taken the Understanding ISO/IEC 17025 course or have equivalent knowledge.

** It is highly recommended that you have taken Measurement Uncertainty as a pre-requisite for the Uncertainty in Sampling course.

*** Replaces the Care and Feeding course.

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****Please note that in order to be able to take the Internal Auditor course it is a pre-requisite that you have taken the Understanding ISO/IEC 17025 course OR have equivalent knowledge of the standard.

CALA Online Training	Cost per Participant	
	Voting Institutional Members	Non-members
Understanding ISO / IEC 17025:2005	\$440	\$480
Internal Calibration	\$740	\$880
Control Charting	\$450	\$540
Root Cause Analysis	\$450	\$540
AODA Customer Service Policy	\$ 20	\$ 25

For international organizations, per-participant fees are paid in Canadian dollars per Training Program Fee Structure. Facilitator travel expenses for international hosted courses are extra.

CALA does not normally provide training to groups whose first language is not English. In the event that groups whose first language is other than English, CALA will charge a premium for simultaneous interpretation during training and for the translation of course materials. The cost will be negotiated at the time of agreement.

2.1 Group discounts

Laboratories that register 3 or more employees for a classroom course will receive a 10% discount on the cost per participant.

For online training, laboratories that register 3 or more employees in a course within the calendar year will receive a 10% discount with the following conditions:

- o If 3 or more employees are registered at one time, the discount will apply to all 3 registrants. Students who register at a later date within the calendar year will also receive a 10% discount.
- o If a laboratory registers students individually the discount will apply starting with the 3rd registration. (i.e. The first two registrants will be billed at full price and the third and subsequent registrants will be billed at the discounted price.)
- o The discount is applied on a per course basis.

2.2 Webinars

CALA has two webinar series, the Laboratory series and the Leadership series, and offers one webinar from each series every month. Webinars can be purchased and attended live, or can be purchased as a recording. The list of upcoming live webinars and recordings available for purchase can be found at: http://www.cala.ca/t_olt_webinars_pubs.html

Webinar type	CALA Institutional Voting member	Non-member

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Laboratory series <i>One registration provides one login to a live webinar, plus access to the recording for 30 days following the webinar.</i>	\$85	\$100
Leadership series <i>One registration provides one login to a live webinar, plus access to the recording for 30 days following the webinar.</i>	\$85	\$100

CALA also offers one type of webinar subscription. This webinar subscription can be purchased at any time and run for one year from the date of registration.

Webinar Subscription type <i>(Subscription is for one year)</i>	CALA Institutional Voting member	Non-member
Premium plan <i>Includes live webinars from both the Laboratory and Leadership series plus unlimited access to all webinar recordings.</i>	\$1800	\$2400

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3.0 ON-SITE TRAINING

CALA provides courses at your laboratory location. We customize our training programs to meet your specific needs and bring our expert instructors to your laboratory. Courses are scheduled when and where you need them, reducing your employee downtime and saving travel costs. If you have a group of people requiring training, contact us for a quote at training@cala.ca or 613-233-5300.

4.0 REDUCE THE COST OF TRAINING

CALA is looking to partner with laboratories that have space available to hold public training courses. We will provide a discount to any of your employees who attend a course hosted at your facility. For more information contact training@cala.ca or call 613-233-5300.

5.0 CALA PUBLICATIONS

CALA has two training publications available for purchase. To purchase these publications see www.cala.ca/t_calapubs.html.

Publication	CALA Institutional Voting Members	Non-Members
Quality Control for Environmental Laboratories	\$150.00	\$225.00
Template for the Design and Development of a Quality Manual for Environmental Laboratories	\$330.00	\$450.00

6.0 PAYMENT NOTES

- o All fees are in Canadian dollars.
- o All fees stated are exclusive of applicable Goods and Services Tax (GST) or Harmonized Sales Tax (HST).
- o Payment may be made by cheque or by credit card (VISA, MasterCard). Credit card payments may be made by: using our on-line credit card payment option found at www.cala.ca/pay login and password information can be found on your invoice (s) or by contacting the office.
- o To make payment through direct bank deposit or wire transfer, please contact:

Financial Administrator
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 Email: finance@cala.ca