

## JACIE Inspector Training

Berl<mark>in, Ger</mark>many 26 May 2025

08.30-09:00 Registration Tuula Rintala, JACIE Office   09:00-09:15 Welcome Carla Sanchez, JACIE Office   09:15-09:30 Tools for the task ShardPoint and other tools for a successful inspection & using technology on multi-site / hybrid inspection Carla Sanchez, JACIE Office   09:30-04:15 BradeCine Process I Documents and how to review them Carla Sanchez, JACIE Office   09:30-04:15 What can you review before the inspection Carla Sanchez, JACIE Office   09:30-04:15 What can you review before the inspection Carla Sanchez, JACIE Office   09:30-04:15 What can you review before the inspection Carla Sanchez, JACIE Office   09:45-10:15 What can used can be process II Proparing for an Integration Requel Espada, JACIE Office   10:45-11:0 Logistics (Travel arrangements, Per Diem), Documentation, Inspection plan. Raquel Espada, JACIE Office   11:00-11:15 The role of the Team Leader during the preparation of the Inspection. Pre-Inspection concerns, pinch points) Tuula Rintala, JACIE Office   11:15-12:15 Pre inspection records play Carla Sanchez, JACIE Office   12:15-12:30 IEC standards Bruna Gotardo, JACIE Inspector   13:30-13:45 ISB1128 compliant labels explained Lynn Manson, JACIE Inspector   13:45-14:15 Inspection Process II Interviews and observations (Interviews and observations (Virtual & ensite) Bruna Gotardo, JACI			
0915-09:30   Tools for the task SharePoint and other tools for a successful inspection & using technology on multi-site / byhind inspections   Carla Sanchez, JACIE Office     09:30-10:16   Inspection Process I Documents and how to make sense of them Occurrents and how to review them 09:30-90:45   Carla Sanchez, JACIE Office Bruna Gotardo, JACIE Inspector     09:30-10:15   What can you review before the inspection   Carla Sanchez, JACIE Office Bruna Gotardo, JACIE Inspector     10:45-11:05   Coffae break   Engletion (Travel arrangements, Per Diem), Documentation, Inspection plan.   Raquel Espada, JACIE Office     10:45-11:00   Logistics (Travel arrangements, Per Diem), Documentation, Inspection plan.   Raquel Espada, JACIE Office     11:00-11:15   The role of the Team Leader during the preparation of the Inspection. Pre-Inspection meeting and timing of I — leading the team meetings 2 weeks before inspection (concerns, pinch points)   Tuula Rintala, JACIE Office     12:15-12:30   IEC standards Focused inspection: best practices   Bruna Gotardo, JACIE Inspector     13:30-13:45   ISBT128 compliant labels: labels explained   Lynn Manson, JACIE Inspector     13:45-44:16   Inspection Process II Interviews and observations (virtual & onsite)   Tuula Rintala, JACIE Inspector     13:45-44:16   Inspection Process IV End of an Inspapetion CheckisI	08:30-09:00	Registration	
SharePoint and other tools for a successful inspection & using technology on multi-site / hybrid inspections   Inspection Process I     09:30-10:15   Inspection Process I   Carla Sanchez, JACIE Office     09:45-10:15   What can you review before the inspection   Carla Sanchez, JACIE Office     10:45-10:15   Preparing for an inspection   Earlange Carlo Bournetts and how to review them   Carla Sanchez, JACIE Office     10:45-11:10   Inspection Process II   Preparing for an inspection   Raquel Espada, JACIE Office     11:00-11:15   The role of the Team Leader during the preparation of the Inspection.   Tuula Rintala, JACIE Office     11:00-11:15   The role of the Team Leader during of the Leading the team meetings 2 weeks before inspection (concerns, pinch points)   Tuula Rintala, JACIE Office     11:15-12:16   Pre inspection teleconference role play   Carla Sanchez, JACIE Inspector     12:15-12:30   IEC standards Focused Imspections: best practices   Bruna Gotardo, JACIE Inspector     13:30-13:30   Lunch break   Tuula Rintala, JACIE Inspector     13:45-15:15   Inspection Process III Interviews and observations (virtual & onsite)   Tuula Rintala, JACIE Inspector     14:15-15:15   Inspection Process III Enviews and observations (virtual & onsite)   Bruna Gotardo, JACIE Inspector     14:15-15:15   Ins	09:00-09:15	Welcome	Tuula Rintala, JACIE Office
003-00-010   Documents and how to review them   Carla Sanchez, JACIE Office     093-00-94.6   Pre-inspection documents and how to review them   Carla Sanchez, JACIE Office     093-00-94.6   Pre-inspection documents and how to review them   Carla Sanchez, JACIE Office     093-00-94.6   Inspection Process II   Preparing for an Inspection     10.45-11.19   Inspection Process II   Preparing for an Inspection     10.45-11.10   Logistics (Travel arrangements, Per Diem), Documentation, Inspection plan.   Raquel Espada, JACIE Office     11.00-11.15   The role of the Team Leader during the preparation of the Inspection.   Tuula Rintala, JACIE Office     11.10-11.15   Pre-Inspection reletion and liming of it — leading the team meetings 2 weeks before   Tuula Rintala, JACIE Office     12.15-12.30   IEO standards   Bruna Gotardo, JACIE Inspector     12.30-13.30   Lunch break   Lynn Manson, JACIE Inspector     13.30-13.45   ISBT128 compilant labels: labels explained   Lynn Manson, JACIE Inspector     14.15-15.15   Inspection Process II   Inspection Process II     14.45-14.16   Inspection Process IV   Bruna Gotardo, JACIE Inspector     15.15-15.45   Coffee break   Bruna Gotardo, JACIE Inspector     16.00-16:45	09:15-09:30	SharePoint and other tools for a successful inspection & using technology on multi-site /	Carla Sanchez, JACIE Office
Inspection Process II     Inspection       10:45-11:00     Logistics (Travel arrangements, Per Diem), Documentation, Inspection plan.     Raquel Espada, JACIE Office       11:00-11:15     The role of the Team Leader during the preparation of the Inspection. Pre-Inspection meeting and timing of it — leading the team meetings 2 weeks before inspection (concerns, pinch points)     Tuula Rintala, JACIE Office       11:15-12:15     Pre Inspection teleconference role play     Carla Sanchez, JACIE Office       12:15-12:30     IEC standards Focused Inspections: best practices     Bruna Gotardo, JACIE Inspector       13:30-13:30     Lunch break     Lynn Manson, JACIE Inspector       13:30-13:45     ISBT128 compliant labels: labels explained     Lynn Manson, JACIE Inspector       14:15-15:15     Inspection Process III Interviews and observations Finding the evidence — interviews and observations (virtual & onsite)     Tuula Rintala, JACIE Inspector       15:45:16:00     Inspection Process IV End of an Inspection     Bruna Gotardo, JACIE Inspector       16:00-16:45     Inspection Process IV End of an Inspection     Bruna Gotardo, JACIE Inspector       16:00-16:45     Inspection Process IV End of an Inspection     Bruna Gotardo, JACIE Inspector       16:00-16:45     Inspection Process IV End of an Inspection expressing and managing exit interviews with the Programme Director and the Team	09:30-09:45	Documents and how to make sense of them Pre-inspection documents and how to review them	
10:45-11:10   Preparing for an inspection     10:45-11:00   Logistics (Travel arrangements, Per Diem), Documentation, Inspection plan.   Raquel Espada, JACIE Office     11:00-11:15   The role of the Team Leader during the preparation of the Inspection. Pre-Inspection meeting and tilming of it — leading the team meetings 2 weeks before inspection (concerns, pinch points)   Tuula Rintala, JACIE Office     11:15-12:15   Pre inspection teleconference role play   Carla Sanchez, JACIE Office     12:15-12:30   IEC standards Focused inspections: best practices   Bruna Gotardo, JACIE Inspector     13:30-13:45   ISBT128 compliant labels: labels explained   Lynn Manson, JACIE Inspector     13:45-14:15   Inspection role play: Practice interviews   Tuula Rintala, JACIE Inspector     15:45-15:15   Inspection Process III Interviews and observations (virtual & onsite)   Tuula Rintala, JACIE Inspector     15:45-16:00   Inspection Process IV End of an inspection Preparing and managing exit interviews with the Programme Director and the Team   Bruna Gotardo, JACIE Inspector     16:00-16:45   Inspection Process V Accreditation does not end with the inspection Preparing and managing exit interviews with the Programme Director and the Team   Lynn Manson, JACIE Inspector     16:00-16:45   Inspection Receins and partially/non-compliance What is applicable/nat applicable/na coppet   Lynn Manson, JACIE Inspector	10:15-10:45	Coffee break	
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12:15-12:30   IEC standards   Bruna Gotardo, JACIE Inspector     Focused inspections: best practices   12:30-13:30   Lunch break     13:30-13:45   ISBT128 compliant labels: labels explained   Lynn Manson, JACIE Inspector     13:45-14:15   Inspection Process III Interviews and observations Finding the evidence — interviews and observations (virtual & onsite)   Tuula Rintala, JACIE Inspector     14:15-15   Inspection Process IV Ending the evidence — interviews and observations (virtual & onsite)   Bruna Gotardo, JACIE Inspector     15:45-16:00   Inspection Process IV End of an Inspection Preparing and managing exit interviews with the Programme Director and the Team   Bruna Gotardo, JACIE Inspector     16:00-16:45   Inspection Process V Accreditation does not end with the inspection   Evaluation of checklist     16:00-16:30   Preparing and submitting the report — summary report & pulling it together Completion of checklist   Lynn Manson, JACIE Inspector     16:00-16:30   Preparing and submitting the report — summary report & pulling it together Completion of the standardize report   Lynn Manson, JACIE Inspector     16:30-16:45   Evaluating the inspection & the team JAC process Inspector Expectations   Raquel Espada, JACIE Office	11:00-11:15	Pre-Inspection meeting and timing of it — leading the team meetings 2 weeks before	Tuula Rintala, JACIE Office
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10:43-10:00   End of an Inspection   Dittina Gotaldo, OACIE Inspection     Preparing and managing exit interviews with the Programme Director and the Team   Inspection Process V   Accreditation does not end with the inspection     16:00-16:45   Inspection Process V   Accreditation does not end with the inspection   Lynn Manson, JACIE Inspector     16:00-16:30   Preparing and submitting the report — summary report & pulling it together Completion of checklist — explanation on n/a and partially/non-compliance   Lynn Manson, JACIE Inspector     What is applicable/not applicable/in scope Consistency across all standards Post-inspection call to standardize report   Raquel Espada, JACIE Office     16:30-16:45   Evaluating the inspection & the team JAC process Inspector Expectations   Raquel Espada, JACIE Office	15:15-15:45	Coffee break	
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16:45-17:00Closing remarks: summary and next stepsTuula Rintala, JACIE Office	16:30-16:45	JAC process	Raquel Espada, JACIE Office
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