ISHTM-AIIMS EXTERNAL QUALITY ASSURANCE PROGRAMME
An NABL accredited programme as per ISO/IEC 17043:2023 standard
Department of Hematology, AIIMS, New Delhi 110029
Website: www.ishtmaiimseqap.com
E-mail: Info@ishtmaiimseqap.com, Contact No. 9013085730
PC-1098

1. **How to become a Participant:** The applicant labs should fill up and submit online enrollment form provided on our website www.ishtmaiimseqap.com at any time during the calendar year along with participation fee. After the online submission of application form, page will automatically be directed towards online payment gateway and submission will not be successful until payment is successfully done. The online payment receipt as well as application form submission acknowledgement will automatically be sent to the e-mail ID registered.

2. After receiving the application and participation fee, it generally takes an average 2-3 month time to complete the registration process at our end and send the first EQAP sample to the lab. Once your lab is registered with our programme, its information along with allotted EQAP code no. and online credentials will be sent on the registered e-mail ID. The annual token fees (for one autoanalyzer only) for the term "January to December" comprising 4 quarterly distributions of specimens in a year, will be charged at below mentioned rate. The token participation fees for the participants will be adjusted according to no. of distributions of specimen they are likely to receive (as per their onward schedule) during that year and if any additional amount paid, it will automatically be carry forwarded in next year term.

3. The payment will be accepted by online payment gateway system provided on website only. No claim for refund of fees for missing any set/sets of specimens due to transporting problem or any other reason will be entertained from any participant.

4. Please note application will be accepted through online mode only and no any hard copy for same will be entertained without permission. An online receipt will automatically be sent on registered e-mail ID after payment done.

5. In case you want to make payment by demand draft, prior permission should be taken. Please email us on "Info@ishtmaiimseqap.com" if you want to submit DD.

a. Private labs ..... **Rs. 4000/-**

b. Government owned labs / ISHTM Life members (only) operating their Personal Labs only ..... **Rs. 2500/-**

Note: *To get fee concession, the ISHTM Life members operating their personal labs should provide the documentary proof of their ISHTM Life membership and has to online submit the provided declaration form along with application form on our website. The Govt. owned institutions should also fill up and submit the provided declaration form to avail fee concession. Any ISHTM Life members serving in any organization or sharing the laboratory with any other person will not be eligible for fee concession.*

Refund Policy:

All fees associated with enrollment, renewals, or accidental payments are strictly non-refundable. Please note that ISHTM AIIMS EQAP cannot offer refunds or credits for missed specimens resulting from transportation delays or any other external factors. By completing your payment, you acknowledge and agree to these terms.