

# Certification to Laboratory Management System ISO/IEC 17025:2017



## COURSE DESCRIPTION

The purpose of this course is to equip learners with a general overview and understanding of the requirements of ISO/IEC 17025:2017.

## LEARNING OBJECTIVES

UPON COMPLETION OF THIS COURSE, LEARNERS WILL BE ABLE TO:

- Discuss the main changes of ISO/ IEC 17025:2017;
- Understand the structure, scope, and application of ISO/IEC 17025:2017;
- Know and understand the requirements of ISO/IEC 17025:2017, clauses 4-8.

Learners will need to demonstrate acceptable performance in these areas in order to complete the course successfully.

## AUDIENCE

This course is designed for:

- Laboratory Directors and Managers
- Technical Managers
- Laboratory Operations Managers
- Laboratory officials, analysts
- Laboratory Engineers and Calibrations Engineers.



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## COURSE CERTIFICATION

On completion of this course:

- Certification kind

## COURSE CONTENTS:

### □ SESSION 1: ISO/IEC 17025:2017:

#### OVERVIEW AND CLAUSES 1 TO 4

- ISO/IEC 17025:2017 and the process approach
- Risk-based thinking
- The structure of ISO/IEC 17025:2017
- Scope and application of ISO/IEC 17025:2017
- ISO/IEC 17025:2017 Clause 4: General requirements
- Impartiality
- Confidentiality

### □ SESSION 2: ISO/IEC 17025:2017: CLAUSES 5 AND 6

- Structural requirements
- Personnel
- Facilities and environmental conditions
- Equipment
- Metrological traceability
- Externally provided products and services

### □ SESSION 3: ISO/IEC 17025:2017: CLAUSE 7

- Review of requests, tenders and contracts.
- Selection, verification and validation of methods
- Sampling
- Handling of test or calibration items
- Technical records
- Evaluation of measurement uncertainty

- Ensuring the validity of results
- Reporting of results
- Specific requirements for test reports
- Specific requirements for calibration certificates
- Reporting sampling – specific requirements
- Reporting statements of conformity
- Reporting opinions and interpretations
- Amendments to reports
- Complaints
- Nonconforming work
- Control of data and information management.

### □ SESSION 4: ISO/IEC 17025:2017: CLAUSE 8

- Management system requirements
  - Option A
  - Option B
- Management system documentation
- Control of management system documents
- Control of records
- Actions to address risks and opportunities
- Improvement
- Corrective actions
- Internal audits
- Management reviews

