

ISO 17025 - Internal Management Systems Auditing in Laboratories

Duration:

Two days

Objective

This TWO-DAY course is designed to increase participants understanding of auditing techniques against the ISO/IEC 17025 requirements. Using interactive laboratory based workshops, simulated audits, tutorials and case studies, participants will develop practical audit skills, improve evaluation and communication and effective reporting skills and learn how to implement corrective action programmes.

Contents

Overview of ISO/IEC 17025 requirements from the viewpoint of the auditor
Coordination of a quality management system audit against ISO/IEC 17025
How to construct an audit programme
Audit planning, horizontal, vertical audits and checklists
The concept of 'risk-based' audit
Effective auditing techniques
Witnessing tests and calibrations
Evaluating the significance of audit findings
Methods for improving communication skills during the audit
How to report the findings and conclusions
Developing and implementing corrective action

Who should attend

Individuals wishing to perform internal laboratory audits
Laboratory Managers and Supervisors
Companies seeking ISO/IEC 17025 accreditation
Registrar/Accreditation body Auditors
Existing (ISO/QS 9000) internal auditors who are looking to expand their skills in the area of laboratory practices
Supplier Quality Auditors wishing to evaluate laboratory service suppliers, including calibration suppliers

Course benefits

Increased understanding of audit principles and ability to objectively assess the compliance of a laboratory and identify areas to improve competency.
Develop more effective auditing techniques, improve evaluation and communication skills, develop more professional reporting and increase your ability to implement corrective action programmes.
Develop continuous improvement that provides on-going future benefits to your company's growth and success.

Additional information

Theory is combined with case studies and practical interactive workshops on auditing systems and techniques in a laboratory environment, thus providing attendees with the opportunity to practise their skills during simulated audits. This practical emphasis, along with high tutor to delegate contact hours, allow a substantial degree of individual guidance and tuition. Reference information is available to keep.

Certificates

All delegates who successfully complete this course will be awarded a certificate of completion which will satisfy third-party certification bodies of training and competency.

Trainers background

The trainer for this course is an IRCA Accredited Course tutor and has a vast amount of International Management Systems Internal and Third Party Auditing experience, specifically within Laboratories.