# **ISO 17025 All in One Certification Package**

Included Contents (Link to website for more details)

# **Planning**

### **Gap Analysis Checklist**

A detailed, 54-page checklist (MS Word) with guidance on what to look for to evaluate your current processes and their compliance to the ISO 17025 Requirements.

### **Risk Management Exercise**

Analyze the risks associated with your operations.

You will need to determine your position and that position needs to be systematically analyzed. This product will help you complete this task.

# Training

### Requirements of ISO/IEC 17025 PowerPoint Presentation Training Materials

Use these presentation materials to educate management, employees, customer or other groups on ISO 17025. This package includes 51 PowerPoint slides with speaker notes, Trainer's Guide, Student Manual, Quizzes, and Certificate.

# **Computer Based Employee Online Training**

Your employees need to understand your laboratory QMS and how it impacts them. Use this training to educate employees on ISO 17025. This online training runs approximately 3/4 hour. The training includes slides, audio, quizzes, and a certificate.

### **Set of 14 Employee Newsletters**

Employee awareness is a critical aspect of a successful project. Keep your employees informed and involved in the ISO 17025 project. These Flyers improve awareness and knowledge of ISO 17025 in your organization. Send them out on a regular basis during the implementation.

# **Internal Audit Program**

## **Internal Audit Checklist, Procedure, Audit Plan and Forms**

This complete Internal Audit Checklist & Tools Package provides everything you need to establish your Internal ISO Audit Process. The documented procedure is a process that has been used and proven in ISO 17025:2017 trained and registered companies across the globe.

## **Internal Auditor PowerPoint Training Materials**

Conduct thorough training for your internal auditors. This package includes PowerPoint presentations, Student Manual, Trainer's Guide, Exercises and a set of documentation for trainees to audit. The package also includes quizzes and a certificate.

# ISO 17025 Documentation (Quality Manual, Procedures, Forms)

## **Required Documentation Templates**

Building your LQMS is a cornerstone of any successful ISO 17025 Accreditation. With our fully customizable Laboratory Quality Manual and Procedures Package, you will have all the processes and documents you need.

### **Procedures and Forms**

Our ISO 17025:2017 documents are designed for you to use with your ISO 17025:2017 Laboratory Quality Management System, as required by the ISO 17025:2017 Standard. A proper LQMS should have forms referenced in the procedures. This package of ISO 17025:2017 Forms is a complete set of forms & tables to complete your ISO 17025 Laboratory Quality Management System. Ready to customize, fully written procedures to be used as a foundation and a template for your quality system.

Procedures Forms

- 1. Management Responsibility
- 2. Resource Management
- 3. Competence, awareness, and training
- 4. Control of monitoring and measuring equipment
- 5. Control of external providers
- 6. Customer related processes
- 7. Operational planning of methods
- 8. Handling of test and calibration items
- 9. LMS-Monitoring, analysis, and evaluation
- 10. Reporting of results
- 11. Complaints and nonconforming outputs
- 12. Control of documented information
- 13. LMS-Risk management planning
- 14. Improvement
- 15. Nonconformity and corrective action
- 16. Internal audit
- 17. Management review

## **Attachments**

- 1. Policy example
- 2. Org Chart example
- 3. Test Report Blank
- 4. Calibration Report Blank
- 5. Report of Sampling Blank

- 1. LMS-Process identification worksheet
- 2. Comment and suggestion report
- 3. Equipment problem report
- 4. Resource maintenance record
- 5. Environmental control log
- 6. Training action plan
- 7. Group training record
- 8. Job description
- 9. Employee training summary
- 10. Equipment calibration list
- 11. Provider assessment report
- 12. List of acceptable sources
- 13. Provider corrective action request PCAR
- 14. Purchase requisition
- 15. Purchase order
- 16. Business agreement contract
- 17. Client assessment report
- 18. Order notification
- 19. Project planning worksheet
- 20. Method routing summary
- 21. Storage inspection report
- 22. External property control log
- 23. Identification tag / label
- 24. Laboratory activity log
- 25. Monitoring report
- 26. Statement of delivery / invoice
- 27. Complaint response report
- 28. Nonconformance report
- 29. Documented Info
- 30. Records matrix
- 31. Master documentation lists
- 32. Records Table
- 33. Document change request form
- 34. Document revision checklist
- 35. Software inventory spreadsheet
- 36. Revision status form
- 37. LMS-Risk and opportunity worksheet
- 38. LMS-Objectives planning record
- 39. Data analysis worksheet
- 40. Customer survey and analysis
- 41. Corrective action request CAR
- 42. Procedure WorkArea
- 43. Audit checklist
- 44. Audit plan
- 45. Internal Audit report
- 46. Management review agenda
- 47. Management review output