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#### **CONTENTS OF ISO/IEC 17025:2017 AWARENESS AND AUDITOR** TRAINING PPT PRESENTATIONS TRAINING KIT

#### ISO/IEC 17025:2017 Awareness and Auditor Training Presentation kit (Editable)

Sr. No.	Т	he entire PPT presentation kit has 5 main files as below	Document of Details
	PPT Presentation		No. of Slides
	1.	Overview of ISO/IEC 17025:2017	41
	2.	ISO/IEC 17025:2017 requirements	70
	3.	Documentation of ISO/IEC 17025:2017	21
	4.	Risk and Opportunity	24
	5.	ISO 17025 2017 Internal Audit	28
1.	6.	Step for ISO/IEC 17025:2017 internal audit	43
	7.	Metrological traceability For ISO/IEC 17025:2017	22
	8.	Validation	16
	9.	Basics of Uncertainty of Measurement	35
	10.	Steps for ISO/IEC 17025:2017 accreditation	16
	11.	Case Study & Workshops	15
	Total no. of slides →		331
2.	A trainer's guide and hand outs and editable form to understand ISO/IEC 17025:2017 subject well in 07 chapters and 02 workshops and 02 case study  Approx. 75 Pages in Ms. word		
3.	Audit records 03 file in Ms. word		03 file in Ms. word
4.	Audit questionnaire  Approx. 200 au questions		Approx. 200 audit questions
5.	Auditor Training Sample Certificate for ISO/IEC 01 template in Ms. word		

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#### Part: 1 Topic wise number of slides:-

Sr. No.	Title of Slides	No of Slide
1.	Overview of ISO/IEC 17025:2017	41
2.	ISO/IEC 17025:2017 requirements	70
3.	Documentation of ISO/IEC 17025:2017	21
4.	Risk and Opportunity	24
5.	Quality Audit	28
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11.	Case Study & Workshops	15
	331	

To get more information about ISO/IEC 17025:2017 Training kit Contact Us

#### 1. Presentation: -

Under this directory further files are made in power point presentation as per the chapter listed below.

• Topic wise Power Point presentation in 11 modules as listed below.

#### 1. Overview of ISO/IEC 17025:2017

It covers Overview of ISO/IEC 17025:2017, benefits and summary of overall system and change process for ISO/IEC 17025:2017.

#### 2. ISO/IEC 17025:2017 requirements

It covers ISO/IEC 17025:2017 systems specifications, Requirements, It gives explanation for many concepts and given in plain English.

#### 3. Documentation of ISO/IEC 17025:2017

It covers ISO/IEC 17025:2017 documented information details and list of areas where standard demands for documented information. Such documented information with list against the requirements is given.

#### 4. Risk and Opportunity

It covers ISO/IEC 17025:2017 risk assessment and opportunity and methodology to implement this requirement

#### 5. ISO 17025 2017 internal audit

It covers ISO/IEC 17025:2017 internal audit process

#### 6. Steps for ISO/IEC 17025:2017 internal audit

It covers ISO/IEC 17025:2017 internal audit process, questioning techniques and methodology.

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#### 7. Metrological traceability For ISO/IEC 17025:2017

It covers a Metrological traceability For ISO/IEC 17025:2017 as well as instrument calibration requirements.

#### 8. Validation

It covers validation method, examples and methodology to do method validation

#### 9. Basics of uncertainty of measurement

It covers ISO/IEC 17025:2017 requirements for and basics of uncertainty of measurement.

#### 10. Steps for ISO/IEC 17025:2017 accreditation

It covers Implementation Methodology, Steps for ISO/IEC 17025:2017 accreditation, the non-conformances, Process, What happens during an accreditation audit.

#### 11. Workshops & Case study

Chapter Ne

This topic covers workshops and case studies to evaluate effectiveness of training. Each participant needs to solve this case study after undergoing the training. After successful completion of workshops and case study the ISO/IEC 17025:2017.

# Part - 2. A trainer's guide and handouts in editable form to understand ISO/IEC 17025:2017 subject well:-

This topic covers write up for the ready reference to the participant for understanding and reading the subject to get in depth knowledge on the subject

It is given in word. You may also use it for further reading and circulations within audience

Coation

Chapter No.	Section
1.	Overview to ISO/IEC 17025:2017 standards
2.	ISO/IEC 17025:2017 requirements
3.	ISO/IEC 17025:2017 documentation
4.	Internal audit process
5.	Risk and opportunity
6.	Audit checklist as per ISO/IEC 17025:2017
7.	Uncertainty of measurement
Case study – 1	Global INC Laboratory
Case study – 2	ISO/IEC 17025:2017 – Practical auditing examples
Workshop – 1	ISO/IEC 17025:2017 requirements
Workshop – 2	ISO/IEC 17025:2017 requirements

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#### Part - 3. ISO/IEC 17025:2017 audit records:-

This topic covers audit records to carry our internal audit of ISO/IEC 17025:2017 and forms are given.

#### Part - 4. ISO/IEC 17025:2017 audit checklist:-

The ready to use ISO/IEC 17025:2017 audit questions as bellow.

1. Clause wise audit questions

#### <u>Part - 5. Sample Copy of ISO/IEC 17025:2017 Awareness and Auditor</u> Certificate:-

Sample ISO/IEC 17025:2017 awareness and auditor certificate copy. This sample certificate helps to create training certificate for participants after completing the ISO/IEC 17025:2017 awareness and auditor training using our training kit.

#### **Chapter-2.0 ABOUT COMPANY**

Global Manager Group is a progressive company and promoted by a group of qualified engineers and management graduates having rich experience of 25 years in ISO consultancy and management areas. The company serves the global customers through on-site and off-site modes of service delivery systems. We offer a full range of consulting services geared towards helping all types of organizations to achieve competitiveness, accreditations and compliance to international standards and regulations. So far we had more than 1800 clients in more than 45 countries. Our readymade training and editable document kit helps the client in making their documents easy and make them complying to related standard faster with the establishment of best processes.

It helps the organization to make the best system with process improvement concepts and helps the organization to get best performances in terms of reduction in costing, efforts and get the things done timely with Quality product. Thus it helps the organization to give full value for money and pay back of our product is less than 2 month.

- 1. Our promoters and engineers have experience of **more than 1800 companies** globally for management training, ISO consultancy, process improvement concept implementation and ISO series consultancy. We had clients **in more than 45 countries**.
- 2. Highly qualified 50 team members (M.B.A., Degree engineers) and owner is having rich professional experience (since 1991).
- 3. We have 100% success rate for global standards accreditation including ISO of our clients from reputed certifying body and branded image and leading name in the market.
- 4. Suggest continual improvement and cost reduction measures as well as highly informative training presentations and other products gives payback within 2 months against our cost.
- 5. So far more than 50000 employees are trained by us in ISO series accreditation in last 25 years.
- 6. We had spent more than 30000 man-days (100 man years) in preparing ISO documents and training slides.
- 7. Our product gives lot of opportunity for process improvements and gives full benefits to the users.

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#### **Global Manager Group is committed for:**

- 1. Personal involvement & commitment from first day
- 2. Optimum charges
- 3. Professional approach
- 4. Hard work and update the knowledge of team members
- 5. Strengthening clients by system establishment and providing best training materials in any areas of management to make their house in proper manner
- 6. To establish strong internal control with the help of system and use of the latest management techniques.

#### **Chapter-3.0 USER FUNCTION**

#### 3.1 Hardware and Software Requirements

#### A. Hardware:-

- Our document kit can be better performed with the help of P3 and above computers with a minimum 10 GB hard disk space.
- For better visual impact of the power point document you may keep the setting of colour image at high colour.

#### B. Software used in Document kit

 Hand-outs written in MS Office 2007 and window xp programs. You are therefore required to have office 2007 or above with window xp and later and Presentation made in power point programs you are therefore required to have office 2003 and office 2007.

#### 3.2 Features of training kit:-

- It will save much time in typing and preparation of presentation alone.
- Written in Plain English
- Easily customized by you to add audio clips in the local language etc to prepare presentation for any other groups and user can easily customize it for own use.
- Good guide for training of all the group members for ISO/IEC 17025:2017 awareness and auditor training.
- User-friendly and easy to learn.
- Help the laboratory to establish team of in house auditor and certify them
- Developed under the guidance of experienced experts.

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**GMG** 

# MESSAGE FROM ISO/IEC 17025:2017

#### **❖ MESSAGE IN 5 LINES FOR LABORATORIES**

- Say what you do
- Do what you say
- Record what you do
- Check the difference
- Act on the difference

#### **❖ MESSAGE IN 1 LINE**

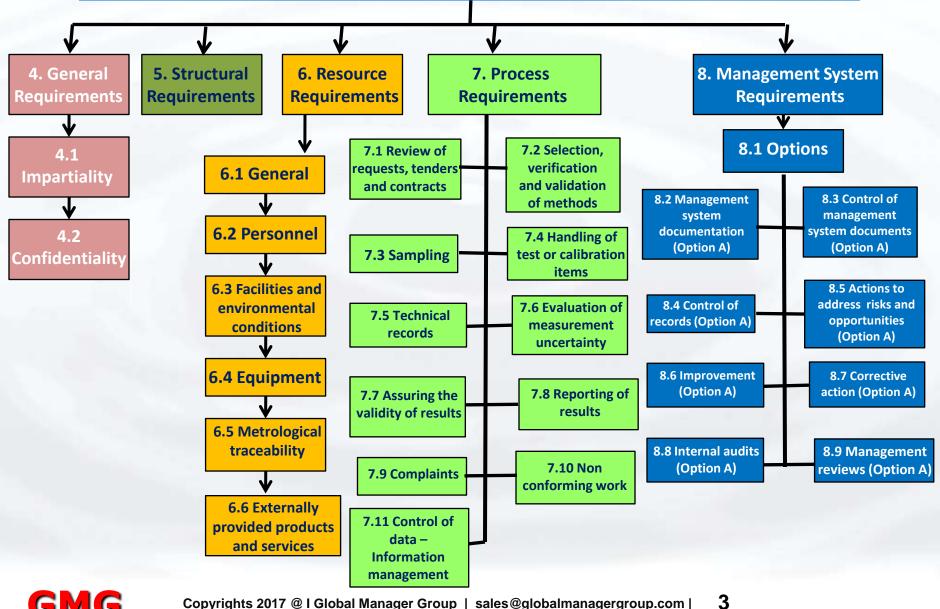
Do right thing, first time, every time to Achieve Consistent Quality

#### **❖ MESSAGE IN 1 LINE**

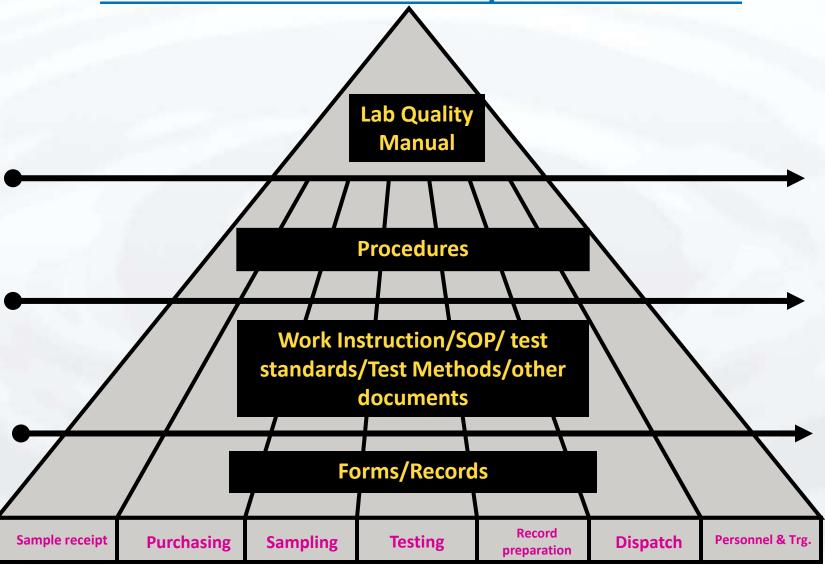
Continual improvement is the way of life



# ISO/IEC 17025: 2017 Requirements



# 4 TIER DOCUMENTATION STRUCTURE FOR LABORATORY UNDER ISO/IEC 17025:2017

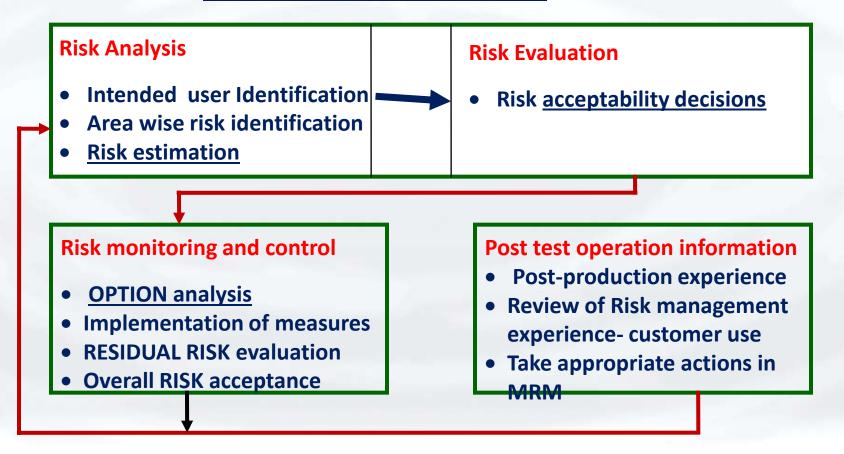




# Risk and Opportunity

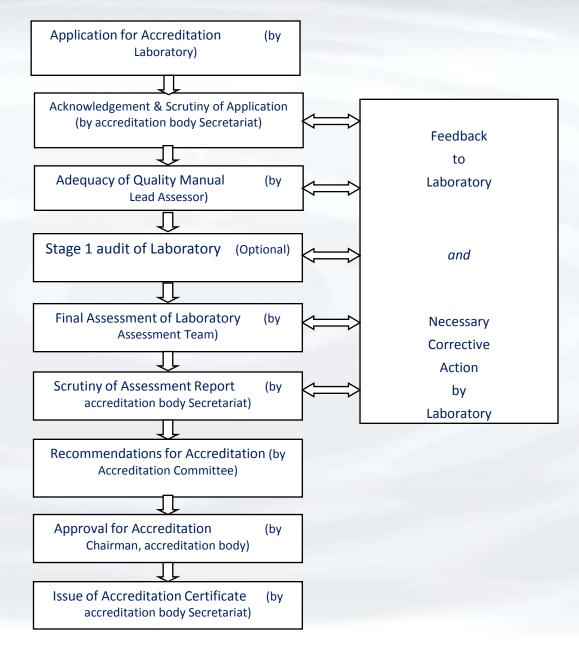
❖ The objective of this presentation are to appreciate and understand how an QMS is established in terms of:

## **Four Phases of Risk**





#### **Accreditation Procedure**





**Audit Steps** 1. Audit Plan 2. Develop Checklists 3. Opening Meeting 4. Gather Evidence **5. Record Results 6. Closing Meeting** 7. Audit report Copyrights 2017 @ I Global Manager Group | sales@globalmanagergroup.com |

### ISO/IEC 17025 Accreditation Steps For accredited laboratories

- Steps to update existing ISO/IEC 17025:2005 system to revised ISO/IEC 17025:2017 laboratory management system (Existing accredited laboratories)
- Conduct awareness program for revision to ISO/IEC 17025:2017
- ▶ Review all documents to meet revised ISO/IEC 17025:2017 requirements and Identify changes.
- Promote the use of risk based thinking and determine risk and opportunities
- Review quality policy and establish quality objectives as well as prepare risk sheet
- ► Revise Quality Manual and prepare documents as per revised ISO/IEC 17025:2017.
- ► Train internal auditors for requirements of revised ISO/IEC 17025:2017 standard
- Assess the system through internal audit as per revised ISO/IEC 17025:2017 standard.
- Take corrective actions on identified non-conformities.
- Apply to revised existing certificate to ISO/IEC 17025:2017 standard to your existing accreditation body.
- Final audit (Either in surveillance audit or special audit by accreditation body on ISO/IEC 17025:2017

Note: Also all accredited laboratories needs to update the system within 3 year of release of standard.

The ISO/IEC 17025:2017 is released in November 2017, the accredited laboratories may go for Upgradation to ISO/IEC 17025:2017 before November 2020



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# Chapter-4.0 BENEFITS OF USING OUR ISO/IEC 17025:2017 AWARENESS AND AUDITOR TRAINING PRESENTATION KIT

- By using these slides, you can save a lot of your precious time while preparing the ISO/IEC 17025:2017 awareness and certified internal audit training course materials for in-house training programs.
- To provide you with the Presentation Materials and hand-outs that you need for an effective presentation on ISO/IEC 17025:2017 awareness and internal audit training, what it is, and what it requires
- Present the basics of ISO/IEC 17025:2017 awareness and internal audit training to Management or other groups
- To deliver ISO/IEC 17025:2017 training in a group, using a PowerPoint presentation
- Take care for all the section and sub sections of ISO/IEC 17025:2017 awareness and internal audit training and give better understanding at all the levels during ISO/IEC 17025:2017 awareness and internal audit training implementation and sharpen the ISO/IEC 17025:2017 awareness and internal audit training requirements for all employees within organization.

#### **Chapter-5.0 METHOD OF ONLINE DELIVERY**

On secured completion of the purchase, we provide a user name and password to download the product from our FTP server. Hence, we provide an instant online delivery of our products to the user by sending an email of user name and password.

For Purchase Click Here



Visit our website for more ISO Auditor Training kits:

https://www.globalmanagergroup.com/Eshop