



## **ISO/IEC 17025 Lead Assessor Certification Training**



**AGILE LEADERS**  
Training Center

## ISO/IEC 17025 Lead Assessor Certification Training

### Course Overview:

The ISO/IEC 17025 Lead Assessor course is a practical five-day corporate training program designed to prepare professionals to assess testing and calibration laboratories against ISO/IEC 17025 requirements. This ISO 17025 Lead Assessor Training focuses on laboratory competence, impartiality, confidentiality, technical validity, management system controls, and accreditation assessment practices. Based on the PECB ISO/IEC 17025 Lead Assessor agenda, the course covers Laboratory Management Systems, assessment principles, preparation, on-site assessment activities, closing the assessment, and final exam preparation.

Participants in this ISO/IEC 17025 Lead Assessor Course will learn how to interpret ISO/IEC 17025 requirements, evaluate laboratory processes, review documented information, assess technical records, write nonconformity reports, and manage assessment follow-up. The PECB ISO/IEC 17025 Lead Assessor exam covers seven domains, including LMS principles, assessment preparation, conducting assessments, closing assessments, and managing an internal audit program.

This ISO/IEC 17025 Lead Assessor Exam Prep Training Course is suitable for professionals seeking the Certified ISO/IEC 17025 Lead Assessor credential and those involved in laboratory accreditation, quality assurance, testing, calibration, technical operations, and regulatory compliance.

### Target Audience:

- Laboratory Quality Managers
- Laboratory Technical Managers
- Accreditation Assessors
- Internal Auditors
- Quality Assurance Officers
- Testing Laboratory Supervisors
- Calibration Laboratory Supervisors
- Laboratory Technicians responsible for ISO/IEC 17025 conformance
- Technical Experts preparing for laboratory accreditation assessments
- Consultants supporting ISO 17025 Lead Assessor Certification projects
- Managers responsible for laboratory assessment, quality, or compliance
- Professionals preparing for the PECB ISO/IEC 17025 Lead Assessor Exam



## **Targeted Organizational Departments:**

- Laboratory Quality Management
- Testing and Calibration Laboratories
- Accreditation and Compliance
- Quality Assurance and Quality Control
- Technical Operations
- Internal Audit
- Regulatory Affairs
- Metrology and Calibration
- Research and Development Laboratories
- Inspection and Conformity Assessment Units
- Document Control and Records Management
- Risk, Compliance, and Governance Departments

## **Targeted Industries:**

- Testing and Calibration Laboratories
- Healthcare and Medical Laboratories
- Pharmaceutical and Biotechnology
- Food Testing and Agriculture
- Oil, Gas, and Petrochemical Laboratories
- Environmental Testing Laboratories
- Construction Materials Testing
- Manufacturing and Industrial Quality Control
- Aerospace and Defense Testing
- Energy and Utilities Laboratories
- Academic and Research Laboratories
- Government and Public Sector Laboratories
- Certification, Inspection, and Accreditation Bodies

## Course Offerings:

By the end of this course, participants will be able to:

- Interpret ISO/IEC 17025 requirements for testing and calibration laboratories.
- Explain the structure and purpose of a Laboratory Management System.
- Prepare for ISO/IEC 17025 assessment activities using evidence-based methods.
- Plan and launch an ISO 17025 Lead Assessor Course assessment process.
- Conduct document review, interviews, sampling, and on-site assessment activities.
- Evaluate laboratory competence, impartiality, confidentiality, and technical validity.
- Review method validation, sampling, equipment, traceability, records, and reporting.
- Draft clear ISO/IEC 17025 nonconformity reports and assessment findings.
- Evaluate corrective action plans and assessment follow-up evidence.
- Prepare for the PECB ISO/IEC 17025 Lead Assessor Exam and certification pathway.

## Training Methodology:

This ISO/IEC 17025 Lead Assessor Training Course uses a practical, exam-focused methodology that combines guided instruction, technical discussion, scenario analysis, group exercises, and assessment simulations. Participants examine ISO/IEC 17025 clauses through workplace-based examples, including impartiality, confidentiality, resources, equipment, metrological traceability, sampling, method validation, reporting, complaints, nonconforming work, internal audits, and management review.

The course uses case studies similar to laboratory accreditation assessment situations, including document review, opening meetings, audit trail development, interviewing, finding classification, closing meetings, and corrective action review. The final exam sample shows assessment-relevant question styles such as multiple choice, short answer, long answer, and findings classification, with emphasis on evidence, clauses, conditions, and nonconformity classification.

Learners work individually and in groups to analyze laboratory scenarios, prepare assessment checklists, identify evidence, and draft findings. The methodology supports both ISO/IEC 17025 Lead Assessor Certification preparation and practical workplace application for assessors, laboratory managers, auditors, and technical experts.



## Course Toolbox:

- ISO/IEC 17025 clause interpretation insights
- PECB ISO/IEC 17025 Lead Assessor exam domain map
- Laboratory Management System assessment checklist examples
- Assessment planning and stage 1/stage 2 preparation examples
- Document and record review examples
- Opening meeting and closing meeting agenda examples
- Audit trail development examples
- Interview question examples for laboratory assessors
- Nonconformity writing and classification examples
- Corrective action review examples
- Internal audit program management examples
- Exam-style practice discussion based on assessment scenarios

**Note:** Tools are not provided as ready-made software or templates. The course provides insights, examples, and practical references to tools relevant to ISO/IEC 17025 Lead Assessor work, such as checklists, audit plans, assessment reports, finding forms, and corrective action review examples.

## Course Agenda:

### Day 1: Introduction to Laboratory Management Systems and ISO/IEC 17025

- **Topic 1:** Course objectives, structure, exam pathway, and the role of the ISO/IEC 17025 Lead Assessor.
- **Topic 2:** Standards, accreditation frameworks, ISO/IEC 17025, ISO 9001, ISO 19011, and ISO/IEC 17011 links.
- **Topic 3:** Laboratory Management System principles, including impartiality, confidentiality, competence, and reliable results.
- **Topic 4:** ISO/IEC 17025 structure: general, structural, resource, process, and management system requirements.
- **Topic 5:** Laboratory operations, testing, calibration, sampling, technical records, and reporting controls.
- **Topic 6:** Introduction to PECB ISO/IEC 17025 Lead Assessor Exam domains and certification expectations.
- **Reflection & Review:** Review LMS principles, ISO/IEC 17025 terminology, and key exam concepts for laboratory assessors.



## Day 2: Principles, Preparation and Launching of an Assessment

- **Topic 1:** Assessment concepts, principles, ethics, professional judgment, evidence, and risk-based assessment.
- **Topic 2:** Assessment scope, objectives, criteria, laboratory activities, accreditation boundaries, and assessment planning.
- **Topic 3:** Stage 1 assessment preparation, document review, readiness evaluation, and assessment information requests.
- **Topic 4:** Preparing stage 2 on-site assessment plans, schedules, roles, responsibilities, and communication protocols.
- **Topic 5:** Opening meeting preparation, assessment agenda, audit trails, sampling strategy, and evidence collection planning.
- **Topic 6:** Preparing checklists for ISO/IEC 17025 clauses, technical areas, management system controls, and records.
- **Reflection & Review:** Review how to launch an ISO 17025 Lead Assessor assessment using structured, evidence-based planning.

## Day 3: On-Site Assessment Activities

- **Topic 1:** Conducting stage 2 assessment activities for testing, calibration, sampling, and laboratory support processes.
- **Topic 2:** Interviewing laboratory personnel and evaluating competence, authorization, training, and technical responsibilities.
- **Topic 3:** Reviewing equipment, calibration status, metrological traceability, environmental conditions, and resource controls.
- **Topic 4:** Assessing method selection, verification, validation, measurement uncertainty, and validity of results.
- **Topic 5:** Reviewing technical records, test reports, calibration certificates, sampling records, and decision rules.
- **Topic 6:** Drafting assessment findings, identifying evidence, linking clauses, and writing nonconformity reports.
- **Reflection & Review:** Review on-site assessment techniques, evidence quality, and ISO/IEC 17025 findings classification.



## Day 4: Closing the Assessment

- **Topic 1:** Assessment documentation, assessor notes, report preparation, finding review, and quality assurance of evidence.
- **Topic 2:** Conducting wash-up meetings, preparing closing meeting messages, and confirming assessment conclusions.
- **Topic 3:** Presenting nonconformities, opportunities for improvement, evidence, clause references, and expected responses.
- **Topic 4:** Evaluating corrective action plans, root cause analysis, implementation evidence, and follow-up requirements.
- **Topic 5:** Managing ISO/IEC 17025 internal audit programs, auditor competence, audit scheduling, and reporting.
- **Topic 6:** Competence and evaluation of assessors, ethical conduct, impartiality, and professional assessment behavior.
- **Reflection & Review:** Review closing assessment practices and connect them to PECB ISO/IEC 17025 Lead Assessor exam domains.

## Day 5: Final Exam Preparation and Certification Readiness

- **Topic 1:** Review of PECB ISO/IEC 17025 Lead Assessor Exam structure, competency domains, and preparation strategy.
- **Topic 2:** Domain 1 and 2 review: LMS principles, laboratory requirements, ISO/IEC 17025 clauses, and terminology.
- **Topic 3:** Domain 3 and 4 review: assessment principles, ethics, risk, evidence, preparation, and stage planning.
- **Topic 4:** Domain 5 review: conducting assessments, interviews, technical review, sampling, records, and evidence collection.
- **Topic 5:** Domain 6 and 7 review: closing assessments, corrective actions, reports, and internal audit program management.
- **Topic 6:** Final exam practice using scenario-based questions, findings classification, and nonconformity writing.
- **Reflection & Review:** Final review of ISO/IEC 17025 Lead Assessor Exam Prep priorities and participant readiness actions.

## FAQ:



## **What specific qualifications or prerequisites are needed for participants before enrolling in the course?**

Participants should have a basic understanding of laboratory operations, quality management systems, ISO/IEC 17025 requirements, or auditing principles. Prior experience in testing, calibration, quality assurance, internal audit, laboratory management, or accreditation support is strongly recommended. For PECB ISO/IEC 17025 Lead Assessor Certification, participants should also review PECB's candidate handbook for certification, examination, and experience requirements.

## **How long is each day's session, and is there a total number of hours required for the entire course?**

Each day's session is generally structured to last around 4-5 hours, with breaks and interactive activities included. The total course duration spans five days, approximately 20-25 hours of instruction.

## **Is ISO/IEC 17025 Lead Assessor the same as ISO/IEC 17025 Lead Implementer?**

No. ISO/IEC 17025 Lead Assessor focuses on planning, conducting, reporting, and closing laboratory assessments. ISO/IEC 17025 Lead Implementer focuses more on establishing, implementing, maintaining, and improving a Laboratory Management System. This course is aligned with the PECB ISO/IEC 17025 Lead Assessor Exam Preparation domains, including assessment principles, assessment preparation, conducting assessments, closing assessments, and internal audit program management.



## **How This Course is Different from Other ISO/IEC 17025 Lead Assessor Courses:**

This ISO/IEC 17025 Lead Assessor Course stands out because it connects exam preparation with practical laboratory assessment skills. Many ISO 17025 Lead Assessor Training programs explain the standard clause by clause, but this course goes further by showing how assessors plan, launch, conduct, document, and close real laboratory assessments. It integrates PECB ISO/IEC 17025 Lead Assessor Exam domains with practical assessment activities such as document review, audit trails, technical interviews, sampling evaluation, equipment review, measurement uncertainty, reporting validity, nonconformity writing, and corrective action follow-up.

The course also reflects the structure of professional assessment exams, including scenario analysis and findings classification. The sample final exam material emphasizes multiple choice, short answer, long answer, and findings classification, helping participants prepare for both knowledge-based and applied assessment questions.

Participants gain a balanced understanding of ISO/IEC 17025 requirements, laboratory competence, accreditation expectations, and assessor conduct. This makes the course valuable not only for Certified ISO/IEC 17025 Lead Assessor candidates, but also for laboratory managers, technical experts, internal auditors, and consultants who need practical ISO/IEC 17025 Assessment and Accreditation Training.



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| <b>Geneva</b><br>Switzerland        | <b>Istanbul</b><br>Turkey       | <b>Jakarta</b><br>Indonesia      |
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# WHO WE ARE

Agile Leaders is a renowned training center with a team of experienced experts in vocational training and development. With 20 years of industry experience, we are committed to helping executives and managers replace traditional practices with more effective and agile approaches.

## OUR VISION

We aspire to be the top choice training provider for organizations seeking to embrace agile business practices. As we progress towards our vision, our focus becomes increasingly customer-centric and agile.

## OUR MISSION

We are dedicated to developing value-adding, customer-centric agile training courses that deliver a clear return on investment. Guided by our core agile values, we ensure our training is actionable and impactful.

## WHAT DO WE OFFER

At Agile Leaders, we offer agile, bite-sized training courses that provide a real-life return on investment. Our courses focus on enhancing knowledge, improving skills, and changing attitudes. We achieve this through engaging and interactive training techniques, including Q&As, live discussions, games, and puzzles.



**AGILE LEADERS**  
Training Center

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