



ASCLD/LAB-*International*[®]
ASSESSOR TRAINING COURSE
Breath Alcohol Calibration Laboratories

Specific Training Objectives: As demonstrated through various practical exercises and a final written examination:

- Each participant will understand and be able to apply the ASCLD/LAB-*International* accreditation process when serving as an ASCLD/LAB-*International* assessor during an actual assessment of a breath alcohol calibration laboratory
- Each participant will gain specific knowledge, skills and abilities for designing an ISO 17025 compliant management system and planning and conducting an ISO compliant internal audit within their own laboratory
- Each participant will be prepared to assist their own laboratory with preparing for ASCLD/LAB-*International* accreditation assessment

The cost of the course is \$475 per student. This fee will cover the cost of registration, all course materials (including a take home copy of ISO 17025:2005), training workshops, attendance certificates and a final exam. Attendees will be responsible for any travel, lodging and meal expenses. Lunches and breaks will be “on your own” and are not included in the fee.

Payment: ASCLD/LAB accepts payment by [credit card](#), check or purchase order. Tax is not charged for course registration fees. *Payment should be received by ASCLD/LAB prior to the class.*

Location: The specific training location and logistical information will be provided to registered students. *Students are not required to stay at the same facility as the training, but are encouraged to find lodging that is close by.*

Class size: A minimum of 12 students and a maximum of 24 (depending on facilities).

Course Structure and Content:

Monday: Eight (8) hour ISO 17025 Introduction. Attending the ISO 17025 Introduction is mandatory.

Tuesday - Friday: ASCLD/LAB-*International* Assessor Training Course covering all aspects of the accreditation process and the role and responsibilities of an assessor and/or internal auditor.

Specific class times are as follows:

Monday – Thursday: 8:00 AM – 5:00 PM

Friday: 8:00 AM – 10:30 AM ← for travelers, class will end no later than 10:30 AM

One hour will be provided for lunch each day. Intermittent breaks will be provided to ensure student comfort. The course is provided in English. Special arrangements for second language and disability requirements (hearing/sight) are the financial responsibility of the student or their employer, and should be conveyed to the instructor prior to the course. Some materials can be made available in large print at no additional cost. Dress is suggested as business casual.

Interested parties should submit a completed application to secure a seat in the course. The application form can be found at: www.asclcd-lab.org > Click on the Communications tab > Calendar of Events > click radio button in Reg. Form column. Applications can be faxed to ASCLD/LAB at (919) 773-2602.

Instructor Contacts:

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Registration / Billing Questions:

ASCLD/LAB
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