

ISO\IEC 17025 Crosswalk - REPORTING THE RESULTS

2005	2017	ELEMENT FOCUS
*	7.8.1.1	Reviewed and authorized before issue
5.10.1	7.8.1.2	Reported accurately, clearly, unambiguously and objectively
Core Requirements. Include at least the following information, unless valid reasons for not:		
5.10.2 a)	7.8.2.1 a)	Title
5.10.2 b)	7.8.2.1 b) 7.8.2.1 c)	Laboratory name & address Location where measurement carried out, if different from lab
5.10.2 c)	7.8.2.1 d)	Unique ID Components. Clearly ID document end Still a Best Practice: page number and total number of pages
5.10.2 d)	7.8.2.1 e)	Customer name, contact information
5.10.2 e)	7.8.2.1 f)	Method ID
5.10.2 f)	7.8.2.1 g)	Description, unambiguous item ID, condition (when necessary)
5.10.2 g)	7.8.2.1 h) 7.8.2.1 i) 7.8.2.1 j)	Receipt date. Sampling date (where critical to validity/application of results Calibration date(s) Certificate issue date
5.10.2 h)	7.8.2.1 k)	Reference to sampling plan & method (where relevant)
5.10.2 i)	7.8.2.1 m)	Results and units of measurement (where appropriate)
5.10.2 j)	7.8.2.1 o)	ID person(s) authorizing the certificate
5.10.2 k)	7.8.2.1 l)	Statement to the effect that the results relate only to measured items Note: Recommend statement shall not be reproduced except in full, without written lab approval
*	7.8.2.1 p)	ID when external provider provides measurements
*	7.8.2.2	<i>Emphasis on Customer Supplied Information.</i> Lab responsible for info supplied by lab (not info supplied by customer). ID any info (e.g., data) supplied by customer. Disclaimer when customer information impacts results (including sampling). State when results apply to sample as received
Test Reports In addition to Core (where necessary) [Not Applicable for Calibration Certificates]:		
5.10.3.1 a-e) 5.10.3.2 a-f)	7.8.3	Increased flexibility. Environmental conditions, conformity, uncertainty units, opinions, interpretations, additional information required (e.g., methods, authorities, customers)
Calibration Certificates In addition to Core (always):		
5.10.4.1 a)	7.8.4 b)	Calibration conditions that influence measurement results (e.g., environmental)
5.10.4.1 b)	7.8.4 a) 7.8.4 e)	Uncertainty – same units as measurand Conformity statement (e.g., requirements, specifications)
5.10.4.1 c)	7.8.4 c) Annex A	Evidence that the measurements are traceable
5.10.4.2	7.8.6	When making conformity statements, document and apply decision rule Account for risk level with decision rule. Risk consideration is unnecessary when provided by other source (customer, law, regulation)
5.10.4.3	7.8.4 d)	Report before and after adjustment or repair result (if available)
5.10.3.2	7.8.4.2	Additional requirements with lab sampling (where necessary, see 8.5)
5.10.4.4	7.8.4.3	Certificate/label shall not recommend interval (except agreed w/customer) NOTE: May be superseded by law or regulation
Opinions and Interpretations		
5.10.5	7.8.7	Only from authorized personnel. Document basis (e.g., based on results) and clearly ID <i>Emphasis on Customer:</i> Record verbal communication to customer
Format of Reports and Certificates		
5.10.8	*	<i>Still a Best Practice.</i> Design to accommodate each type of calibration to minimize misunderstanding or misuse
Amendments		
5.10.9	7.8.8	Clearly ID changed information and reason for change (when appropriate) When made after issue, made as further document/data transfer with statement (e.g., AMENDMENT). Meet all requirements. ID & reference original