



PECB Certified ISO 30301 Lead Implementer

Master the implementation and management of Management Systems for Records (MSR) based on ISO 30301

Why should you attend?

ISO 30301 Lead Implementer training enables you to develop the necessary expertise to support an organization in establishing, implementing, managing and maintaining a Management System for Records (MSR) based on ISO 30301. During this training course, you will also gain a thorough understanding of the best practices of Management Systems for Records and be able to provide consistent services through a reliable, up-to-date and properly managed records system.

After mastering all the necessary concepts of Management Systems for Records, you can sit for the exam and apply for a "PECB Certified ISO 30301 Lead Implementer" credential. By holding a PECB Lead Implementer Certificate, you will be able to demonstrate that you have the practical knowledge and professional capabilities to implement ISO 30301 in an organization.

Course agenda

DURATION: 5 DAYS

- Day 1: Introduction to ISO 30301 and initiation of a MRS
- Day 2: Plan the implementation of a MSR
- Day 3: Implementation of a MSR
- Day 4: MSR monitoring, measurement, continuous improvement and preparation for a certification audit
- Day 5: Certification Exam

General information

- Certification fees are included on the exam price
- Training material containing over 450 pages of information and practical examples will be distributed
- A participation certificate of 31 CPD (Continuing Professional Development) credits will be issued
- In case of exam failure, you can retake the exam within 12 months for free