



QMS Coronavirus Policy for QMS Assurance Scheme Assessments

QMS has been closely following the current Government guidelines on what steps should be taken to protect ourselves and others from the Coronavirus (COVID-19). Our priority is the health and safety of staff, contractors and quality assurance members. Therefore, it is essential that we all work together to protect ourselves and our colleagues.

- On 18th March 2020 following the advice from both the Scottish & UK Governments we made the decision to develop a planned approach to assessments of our schemes which resulted in suspension of all face to face assessments to Processors, Auction markets, Hauliers, Pig and Cattle & Sheep farms for a minimum period of one month.
- Following government guidance during this lockdown, the suspension of face to face assessments will continue until otherwise notified.
- During the cessation of physical assessments, a remote/desktop assessment programme will be implemented. **This will ensure that members certification continues seamlessly in these exceptional circumstances.** The remote assessment process is noted below and Lloyd's Register assessors will make direct contact with members to arrange their assessment and outline how the member engages with this new format.
- All members of the assurance schemes must pay their renewal fees to keep continuity of membership.

Remote Assessments

Our assurance schemes contractor Lloyds Register (LR) have developed a remote assessment model to enable a full assessment to be conducted which is recognised by United Kingdom Accreditation Service (UKAS) as a full surveillance assessment

The remote assessment will be a 2-stage process

- Submission of documents by member to a portal or direct to assessor for review
- Livestream assessment of the physical standards using LR Remote or similar platform
- The team of assessors are currently being trained on each element of the remote assessing programme.
- We are hoping to go live with our first remote assessments the week commencing 14th April 2020



- We appreciate not every member will have the ability to complete both elements of the assessment, therefore when face to face assessment resume these members can be assessed as a priority to ensure continued compliance.

We will be continually reviewing the advice from the Scottish Government and updates will be issued as required.