

# 5 TIPS to a successful



# REMOTE ASSESSMENT

Remote assessment is an assessment of the physical location or virtual site of a conformity assessment body using electronic means.

## TIP NO. 1

Ensure to have the necessary ICT Tools & stable internet connection.



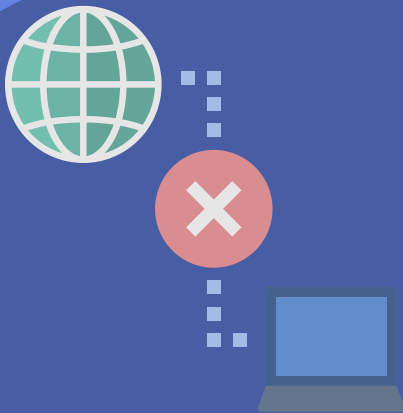
## TIP NO. 2

Be familiar with the use of ICT Tools.

## TIP NO. 3

Ensure electronic documents and records are readily accessible.

Note: Do not forget to protect confidential documents/ records



## TIP NO. 4

Always have Plan B.

In case the internet connection is interrupted or lost.

## TIP NO. 5

Be punctual.

Log-in at least 15mins. before the assessment time.



### REFERENCES:

Guidance documents on REMOTE ASSESSMENT:

- LA/GDO9 for Laboratory and Inspection Body
- MSA/PO1-1 for Certification Body