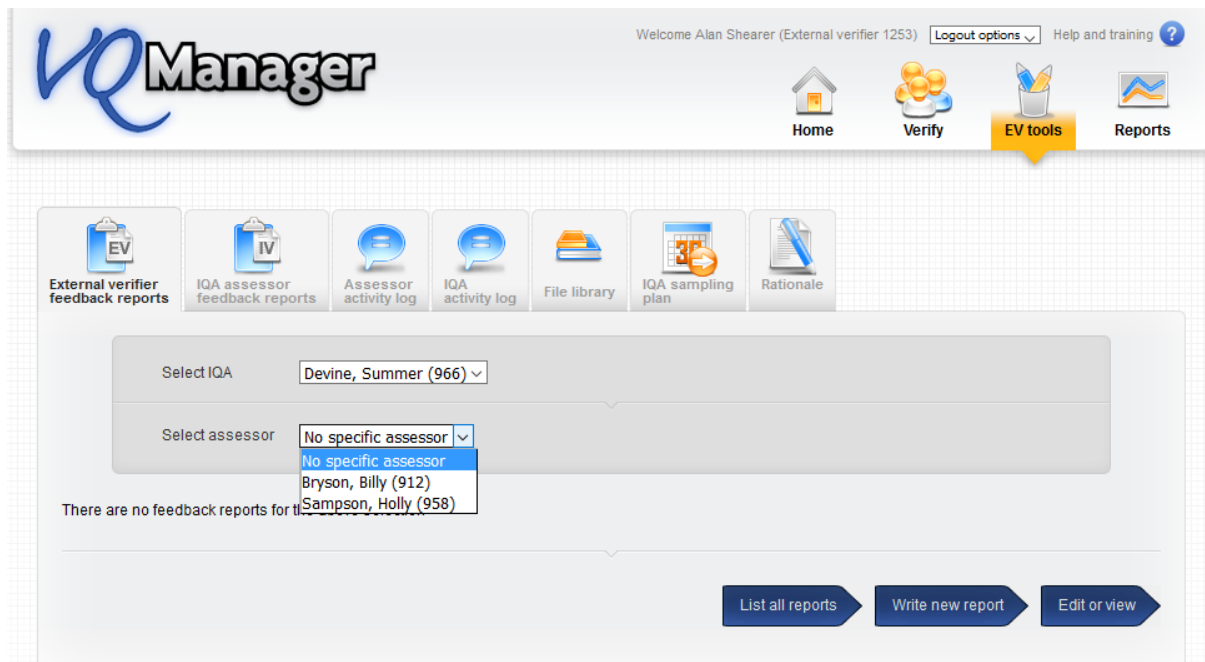


Routing of EQA/EV feedback reports – now go to IQA/IV, not assessor

We have changed the workflow in respect of the EQA/EV feedback reports. Following consultation it was established that the EQA/EV feedback report is really for the attention of the IQA/IV and not the assessor. All previous entries sent to the assessors will still be visible to the assessors but now also visible to any associated IQA/IV.



The screenshot displays the VQ Manager web application interface. At the top, the logo "VQ Manager" is on the left, and the user "Welcome Alan Shearer (External verifier 1253)" is on the right, along with "Logout options" and "Help and training" links. Below the header is a navigation bar with icons for "Home", "Verify", "EV tools" (highlighted with a yellow arrow), and "Reports".

The main content area features a grid of icons for "External verifier feedback reports", "IQA assessor feedback reports", "Assessor activity log", "IQA activity log", "File library", "IQA sampling plan", and "Rationale". Below this is a form with two dropdown menus: "Select IQA" (set to "Devine, Summer (966)") and "Select assessor" (set to "No specific assessor"). A dropdown menu is open under "Select assessor", showing options: "No specific assessor", "Bryson, Billy (912)", and "Sampson, Holly (958)". Below the form, it says "There are no feedback reports for this combination". At the bottom right, there are three blue arrow buttons: "List all reports", "Write new report", and "Edit or view".

You are able to select an IQA/IV and then if required an assessor, but there is the option to choose “no specific assessor” too. Selecting an IQA/IV and an assessor will refresh the page and list all the reports for that IQA/assessor combination.

Using the blue arrow, you may now list all reports (for all IQAs and assessors) to view all in addition to the existing buttons “Write new report” and “Edit or view”.

If you select “write new report” there are a couple of amendments to this page. The EQA/EV can opt to share this report with the assessor if s/he chooses. And the review is clearly labelled review of IQA/IV as opposed to assessor. The blue arrow now indicates that the report notification will go to the IQA/IV.