



EiQ Assessment Module User Guide

Version 1
April 2025



EiQ Assessment Module | Introduction

As part of your ERSA programme with LRQA, you now have complimentary access to EiQ – your new hub for managing audit data, tracking supplier performance, and access to benchmarking insights.

This enables real-time visibility of your audit and assessment data – helping you save time, monitor performance and collaborate more effectively.

EiQ is designed to streamline your due diligence workflow.

From now on, you'll access reports via EiQ, instead of receiving them by email.

					
Feature 1 View assessment & access to reports	Feature 2 Download assessment data in aggregated format	Feature 3 Receive notification about available reports / data	Feature 4 Add Customizable Data for Analysis	Feature 5 Share assessment reports securely with auditees	Feature 6 Receive assessment reports shared by the auditees with converted data
					Coming June 2025



What is EiQ?

EiQ is the leading supply chain management software that helps you monitor and manage your supply chain ESG risks in real-time, enhance your responsible sourcing programme, and supports due diligence regulatory compliance



75,000,000+
audit data points

Audit Data

30,000+ audits per year
300+ data points per audit
10+ years of audit history

Worker Viewpoints

Grievance mechanism 6,000+ per month
3,000+ worker surveys per year

eLearning Data

1m+ course completions

500,000+
index values

Analytics Data

50+ supply chain indices | 200+ regions
20+ key sectors | 400+ products and services
200,000+ entities scanned for adverse media

350,000+
entities

Corporate Scorecards

500+ multi-nationals

Vendor Scorecards

20,000+ vendor profiles

Site Scorecards

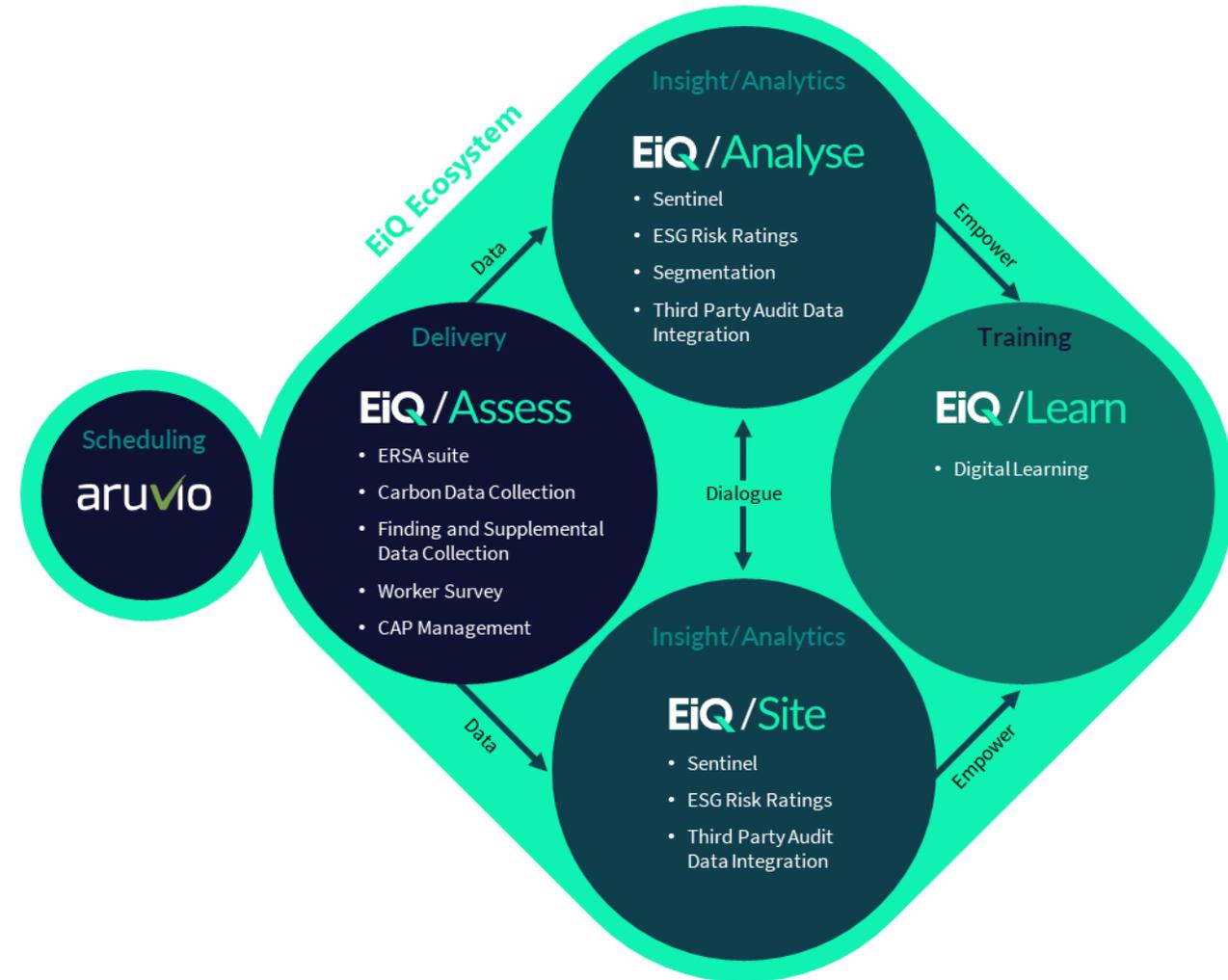
100,000+ unique factories and farms

EiQ for Assessment module | Introduction

Welcome to the EiQ Assessment module user guide.

This manual is designed to help you navigate and effectively use the EiQ platform, an end-to-end supply chain due diligence tool.

This guide will walk you through each feature of EiQ that is available to you as a Responsible Sourcing Assessment client, providing detailed instructions on how to leverage the platform to its full potential.



What you get- at no extra cost

Included EiQ feature	What it means for you
Assessment module	Centralised platform to view your complete LRQA audit and assessment data history
Access to reports	View and download reports from the services you already use (e.g. social audits, ERSAs, SAQs, worker surveys, investigations)
Download aggregated data	Export structured data: nonconformities, site details, workforce metrics, environmental and carbon data
Automated notifications	Get alerts when new or updated reports are available—no need to chase via email
Custom filters	Slice and sort your data by location, service type, topic, or business unit

EiQ Assessment Module | Logging In



Hello,

Welcome to EiQ Analyse, a digital portal for real time supply chain management and analytics

You are invited to join the ELEVATE account

Please click the link below to accept your invitation to EiQ Analyse and sign up:

[Accept invitation](#)

This invitation will expire on April 15, 2025 07:58 AM

Note: we only support Chrome browsers at this time

Get in touch

[About us](#) | [Request an audit](#) | [Request EiQ demo](#) | [Contact us](#) | [Privacy](#)

The screenshot shows the EiQ / Analyse login page. At the top is the logo "EiQ / Analyse". Below it is a text input field labeled "Email address*" with a vertical cursor. Underneath the input field is a large blue "Continue" button. At the bottom of the page, there are links for "Privacy Policy", "Terms of Service", and "Contact us". A black arrow points from the "Contact us" link to a blue callout box on the right.

Once your assessment account is prepared, you'll receive a welcome email from EiQ containing a link to accept the invitation to join the platform. Simply click the link to complete your account.

Afterward, you'll be directed to the login page, where you can enter your email address and access EiQ.

Below is the site link for future login:

<https://analyse.eiq.ai/>

Review our Terms and Conditions and Privacy Policy on the login page.

First-time users must accept the platform's Terms and Conditions and Privacy Policy

EiQ Assessment Module | Assessment

View your latest assessment reports

The screenshot displays the EiQ Assessment Module interface. At the top, there are navigation tabs for 'EiQ/Assess' and 'EiQ/Learn'. The main heading is 'Assessments' with the subtitle 'View your latest assessment reports'. Below this is a 'Filters' section with a search bar and several dropdown menus for 'Date', 'Source', 'Country / Region', 'Service Category', and 'Service'. A date range of '30 Apr 2024 - 30 Apr 2025' is selected, with a 'Reset filters' button. Below the filters is a table of assessment reports with columns for Report Number, Site Name, Country / Region, Sector, Date, and Service. The table contains three rows of data.

Report Number	Site Name	Country / Region	Sector	Date	Service
LRQA-AU-ITC9-282041	Balistreri, Bogisich and Stoltenbe	Australia	Other	05 August 2024	SMET
LRQA-AU-AW50-259753	Balistreri, Bogisich and Stoltenbe	Australia	Other	30 April 2024	SMET
LRQA-AU-BDM-370164	Balistreri, Bogisich and Stoltenbe	Australia	Other	10 July 2024	SMET

Access your assessment history starting from **April 1st, 2024**. Easily find specific assessments by filtering through:

- Date
- Source
- Country / Region
- Service Category
- Service
- Standard
- Service Details
- Service Location

Access your profile, language settings and logout through the avatar icon (top right)

View your EiQ notifications

View frequently asked questions for EiQ Analyse

EiQ Assessment Module | Assessment

View your latest assessment reports

The screenshot displays the EiQ Assessment Module interface. On the left is a dark sidebar with the 'EiQ/Analyse' logo and navigation options: 'RISK MANAGEMENT', 'Assessments' (highlighted in green), and 'Sharing'. The main content area is titled 'View your latest assessment reports' and features a 'Filters' section with a search bar, a date range selector (30 Apr 2024 - 30 Apr 2025), and dropdown menus for 'Source', 'Country / Region', and 'Service Category'. Below the filters is a table of assessment reports. The table has columns for Report Number, Site Name, Country / Region, Sector, Date, and Service. Two reports are visible: LRQA-AU-ITC9-282041 (dated 05 August 2024) and LRQA-AU-AW50-259753 (dated 30 April 2024). Both reports are for 'Balistreri, Bogisich and Stoltenbe' in 'Australia' and 'Other' sector. The interface includes 'Reset filters' buttons and a '30 Apr 2024 - 30 Apr 2025' filter indicator. Two callout boxes with arrows point to the download and sharing icons in the report rows.

Report Number	Site Name	Country / Region	Sector	Date	Service
LRQA-AU-ITC9-282041	Balistreri, Bogisich and Stoltenbe	Australia	Other	05 August 2024	SMET
LRQA-AU-AW50-259753	Balistreri, Bogisich and Stoltenbe	Australia	Other	30 April 2024	SMET

Click the download icon to get the assessment reporting package. They will be saved to your browser's default download location.

Assessment report documents typically may include:

- Assessment report
- Corrective action plan (CAP)
- Signed CAP
- Auditee Supplemental Datasheet (this document contains the supplemental data collected during the assessment such as carbon emissions)

Click the sharing icon to share your assessment results with your auditees.

They will be shared in EiQ directly to the auditee, who can then download the assessment results.

EiQ Assessment Module | Assessment

View your latest assessment reports

The screenshot shows the EiQ Assessment Module interface. On the left is a dark sidebar with 'EiQ/Analyse' and 'Assessments' highlighted. The main area has a header 'Assessments' and 'View your latest assessment reports'. Below this is a 'Filters' section with a search bar, a date range '02 May 2024 - 02 May 2025', and dropdown menus for 'Source', 'Country / Region', and 'Service Category'. There are also buttons for 'Export assessment data', 'Export social metrics', and 'Export environmental metrics'. A table below shows assessment reports with columns for Report Number, Site Name, Country / Region, Sector, and Date. A gear icon for table customization is visible on the right side of the table.

Export assessment data in aggregated format.
Includes basic assessment information and finding data

Export social metrics data in aggregated format.
Includes workforce demographics, wages and hours data

Export Environmental metrics data in aggregated format.
Includes energy consumption, calculated carbon emissions and other environment data points.

Click the cog icon to customise the assessment results table columns. You can add or remove a variety of data such as:

- Site Name
- Country / Region
- Province
- Sector
- Findings
- ERSa Score
- Service Details
- Topics
- And many more

EiQ Assessment Module | Sharing

Manage your assessment report sharing

View your assessment report sharing history. Easily find specific assessments that have been shared with you by your supply chain.

EiQ / Analyse < EiQ / Assess EiQ / Learn

Sharing

Manage your assessment reports sharing

Report Number	Site Name	Completed Date	Service Category	Service	Shared Date	Action	Acceptance
LRQA-IN-241685	Delta Ltd	22 Aug 2024	Audit	B2 CAP Audit	26 Mar 2025	✓ Accept ✗ Decline	Declined by
LRQA-IN-242141	Delta Ltd	13 Feb 2025	Audit	ERSA / Initial	26 Mar 2025	✓ Accept ✗ Decline	Accepted by
LRQA-IN-242143	Delta Ltd	15 Feb 2025	Audit	ERSA / Initial	04 Mar 2025	✓ Accept ✗ Decline	Accepted by

1 - 3 of 3 results shown Results per page 10

Click the 'Decline' button to decline a report that has been shared with you by a factory using EiQ.

Click the 'Accept' button to accept a report that has been shared with you by a factory using EiQ. It will then appear in the Assessments page in the Assessments table.

EiQ / Analyse < EiQ / Assess EiQ / Learn

Sharing

Manage your assessment reports sharing

Report Number	Site Name	Completed Date	Service Category	Service	Shared Date	Action	Acceptance
LRQA-IN-241685	Delta Ltd	22 Aug 2024	Audit	B2 CAP Audit	26 Mar 2025	✓ Accept ✗ Decline	Declined by
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LRQA-IN-242143	Delta Ltd	15 Feb 2025	Audit	ERSA / Initial	04 Mar 2025	✓ Accept ✗ Decline	Accepted by

1 - 3 of 3 results shown Results per page 10

Click the download icon to get the assessment reporting Package for a shared report. They will be saved to your browser's default download location.

Assessment report documents typically may include:

- Assessment report
- Corrective Action Plan (CAP)
- Signed CAP
- Auditee Supplemental Datasheet (this document contains the supplemental data collected during the assessment such as carbon emissions)

EiQ Assessment Module | Support

Need help? Raise an issue with our Support Bot

The screenshot shows the 'Assessments' page in the EiQ/Analyse interface. It features a sidebar with 'Assessments' highlighted. The main area has a 'Filters' section with a search bar, a date range of '30 Apr 2024 - 30 Apr 2025', and dropdown menus for 'Source', 'Country / Region', and 'Service'. Below the filters is a table of assessment reports.

Report Number	Site Name	Country / Region	Sector	Date	Servi
LRQA-AU-HTC9-282041	Balistreri, Bogisich and Stoltenbx	Australia	Other	05 August 2024	SME1
LRQA-AU-AW50-259753	Balistreri, Bogisich and Stoltenbx	Australia	Other	30 April 2024	SME1
LRQA-AU-PODV-279164	Bins and Sons	Australia	Other	19 July 2024	SME1
LRQA-AU-97DJ-272154	Cassin-Rollson	Australia	N/A	30 April 2024	SME1

The chat window is titled 'EiQ Support' and contains a welcome message: 'Welcome to EiQ support. How can I assist you today?'.

Access our Support Bot directly from the assessments page to raise any issues, questions or feedback you might have related to

- Technical issues with the platform
- Feedback or questions about your assessments
- Learn more about EiQ

Click the 'Contact us' tab to open the Support Bot

Click to raise a technical issue with the platform.

Such as if you are unable to download a report, have difficulty finding an audit or problems downloading files.

Click to raise a question or feedback on an audit report.

Such as questions regarding SDS, comments on findings, comments on auditors' notes.

Click if you are interested to know more about EiQ

Such as exploring other EiQ features, integrating non-LRQA data or how EiQ can help you.

Want to learn more about EiQ?

Contact us to connect with our team for a free demo!

Total supply chain confidence.

