



## CERTIFICATION PROGRAMS

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<b>Bulletin Title:</b>	Update on Auditing for Initial Applicants Outside of the United States
<b>Inquiries:</b>	certification@aisc.org
<b>To:</b>	All Initial Applicants Outside of the United States

### Initial Audits outside of the United States

Travel advisories, Centers for Disease Control and Prevention guidance and individual countries' regulations have not allowed us to resume site assessments for initial applicants outside of the United States.

We will continue to perform these audits as remote assessments via the video-conferencing platform Zoom. You can find user instructions and helpful resources on Zoom's website and the [AISC Remote Assessment site](#). Before your audit, the auditor will contact you about setting up the remote assessment dates and start time. The auditor will conduct your remote assessment over two days, and a tour of the fabrication facility is not required.

Please see the following definitions from the [Governing Requirements for Certification Programs \(GRs\)](#):

- Remote Assessment: this is an audit conducted remotely using video technologies such as Zoom.
- Site Assessment: this is an audit conducted in-person at a fabrication facility or erector's jobsite and main office.

The remote assessment plan will include the link to the Zoom meeting, which you should share with everyone you want to include in the assessment. Your employees joining the Zoom call do not need to be in your office during the assessment. They may join from individual remote locations. The plan will also include a list of documents and records that you must have available to share with or transmit to the auditor during the assessment.



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### Conditional Certifications for Remote Assessments

Once the remote assessment is complete and all Corrective Action Requests (CARs) are resolved, the Certification Review Group (CRG) will review your findings. You can find more information about the CRG determination process in Chapter 7 of the [Governing Requirements for Certification Programs](#).

If the CRG approves your findings, you will receive a letter confirming your conditional certification. The letter will include the date your conditional certification expires. You will also be listed on the AISC Certification website with your conditional status noted.

### Progressing from Conditional Certification to Full Certification

Full certification requires a site assessment. Per the *Governing and Supplemental Requirements*, fabricators must have work relevant to conditional certification or endorsements available in the shop at the time of the audit.

We will send a bulletin to you and our other participants when those site assessments resume.

### Renewing Your Conditional Certification

Approximately three months before your conditional certification expires, AISC will schedule your renewal audit for your next year of certification. You will be responsible for the associated certification renewal fees.

Your renewal audit will occur as a remote assessment until site assessments resume for international audits per Section 4.13 of the *Governing Requirements*, and if the CRG approves the results of the remote assessment, your conditional certification will be extended.

### More Information:

- AISC Certification doesn't issue electronic or paper copies of the AISC Certification for conditional certifications.
- Please see our FAQ section and other resources at our [Remote Assessment site](#).
- If you have any questions, please contact AISC Certification directly at [certification@aisc.org](mailto:certification@aisc.org) or 312.670.7520.