FAQ GMP+ Digital Examination

General information

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General information

1. Where can I find more information regarding the examination process?

For more information a dedicated area on our [website](#) is available for you, where you can find information regarding the digital examination. You can find the following information: [the Exam Regulation](#), [FAQ document](#), [year planning for exams](#) and [knowledge levels](#).

2. Is there a demo to know how the digital examination works and where can I find it?

Yes there is an [online exam test module.](#) Here you can experience the look and feel of the examination platform and which type of questions can be displayed. Please note that the questions shown in this test module are not related to the GMP+ FC scheme.

3. Is the exam General Part a mandatory exam?

Yes, the exam General Part is a mandatory exam except for the scope *Inland waterway transport and short sea shipping of feed (IW)*. The GMP+ scope exams will be valid only in combination with a valid general part exam.

4. Does the general part of the examination need to be passed twice?

No, the general examination tests FSMS principles and their application, which change not frequently. One successful pass is enough.

5. Is the exam Inland waterway transport and short sea shipping of feed (IW) a standalone exam?

Yes, it is. For the exam- *Inland waterway transport and short sea shipping of feed (IW)* applicants do not need to take the exam General Part.

6. Does each scope exams need to be passed twice?

Yes, each scope exam must be passed twice to have a permanent valid examination.

7. When can I apply for the second (Re-exam) scope exam if I have passed the first (Initial) scope exam?

The validity of the first (Initial) successfully passed scope exam is 3 years. The exam candidate must apply for the second exam (Re-exam) in the third year of the validity period of the first (Initial) exam. If the examination is taken outside the validity period of the first (Initial) exam the examination cycle starts again with a first (Initial) exam. See also point 8.

8. What happens if a scope examination validity expires before the second examination is passed?

The auditor must restart the cycle. The first scope exam must still be valid when the second scope exam is passed. If it expires, the examination cycle starts again, meaning the auditor must pass 2 scope exams including the General Part exam to have a permanent valid examination.

9. Who is responsible for tracking whether an auditor passed a scope exam once or twice?

The coordinator of your Certification Body in cooperation with the auditor is responsible for maintaining the examinations and compliance with the acceptation requirements as stated in CR1.0 Appendix 1 *Competence of personnel*.

10. Who has to apply for my exam?

The coordinator of your Certification Body applies for the candidate(s) using the "Application form for examination".
The following information is needed for this application:
- Your full name (as stated on your legal identification document (e.g. ID card or passport)
- Date of birth
- The e-mail address (which will be used to send you your confirmation of subscription.)
- The language you want to take the exam
- Type of exam (see exam regulation)
- The date you would like to have the exam(s)
- The scope(s) of examination

11. How many exams can I take in one day?

Maximum 5 exams per day can be taken depending on the duration of an exam. For the duration of the exams see the Exam regulation.

12. How many times I can participate in an exam?

You can participate in an exam for the same scope 3 times per calendar year.

13. In which language is the GMP+ Digital examination available?

The digital examination is available in six languages: English, Dutch, German, French, Polish and Spanish. It is not possible to request other languages. It is not allowed to use Google translate or any other translating tool during the exams.

14. Can I still receive an examination in two languages?

No, because this is a digital system the examination can only be offered in the language requested.

15. In which language can I answer to my exam(s)?

Answers to open questions must be written in one of the six languages mentioned under 8, otherwise the question involved will be declared invalid. GMP+ International will forward the translation fees of the answers to the involved Certification Body (Dutch, German and English excluded).

16. How do I know if I'm scheduled for the examination?

When your coordinator applies for digital examination, the week before the exam you will receive an e-mail from no-reply@teletoets.nl as confirmation of the registration.

Before and during the exam:

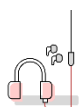### 17. What do I need to do in preparation to the exam?

Information about the knowledge tested during the exams can be found in the [Knowledge levels](#) as published on the GMP+ website. These knowledge levels provide an overview of required knowledge per exam as well as the number and type of questions. The Knowledge levels are offered in the English, German, Dutch and Polish language.

18. What you should avoid

No extra devices
By default, you are not allowed to use additional devices such as second screens or (smart)phones/watches, tablets.

No headphones
The use or wearing of headphones/ear plugs is not allowed during exam.

No talking
Communicate and/or have contact with other candidates and/or persons, other than the supervisor of GMP+ International.

For the full list of things, you should avoid during the exam see the Exam Regulation article 2.4

19. Am I allowed to use books, paper during the examination?

Yes, you are allowed to consult your notes, books or other papers during the exams. Electronical devices, other than your laptop, are not allowed. See also the exam regulation. For making notes only the note tool of the exam platform can be used.

20. Am I going to receive a confirmation that I finish my exam?

Yes, immediately after you finish the exam, you will receive confirmation that you have completed your exam.

21. When I am using the Exam platform to do my exam, can I visit other websites for consultation?

Yes, you can but only in the same browser you use to do your exam. It is not allowed to open a second browser during the exam. The browsers that can be used are Chrome and Microsoft Edge. Therefore, be aware that in case you close the tab of the Exam platform you will have to re-enter into the exam. Therefore, it is advised to keep the tab of the exam platform open until the moment you finalize the exam.

22. Which are the technical requirements for a digital exam?

Please always consult the Appendix: *Technical specifications for digital examination* of the Exam regulation.

23. Do I need to download any software on my computer?

No software installation is needed.

If you still have questions, you can contact GMP+ International for more information.

At GMP+ International, we believe everybody, no matter who they are or where they live, should have access to safe food.