**How to find your employee’s FFP3 Face Fit Test record on eESS**

1. Log in to eESS
2. Click on the ‘+’ beside ‘NHSS Learner Manager, NHS Greater Glasgow & Clyde’

1. Click on ‘Learner Home’

1. This will produce a list of your direct reports. Click on the Action symbol beside the employee you are looking at

1. Click on the ‘Learner History’ tab

1. If the employee has a fit test to an FFP3 mask you will see the mask make, model, year of test. In the example provided the fit test was a pass, where the fit test was a fail it would have read ‘3M 1863 – 2020, FAIL’

