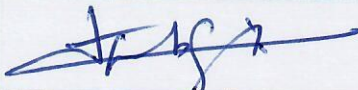




EMIRATES FACE RECOGNITION L.L.C

Business Continuity Manual

ISMS 01/2

ISMS System	ISO 22301:2019	
Revision Number	01	
Issue Date	18.05.2023	
Copy Number		
Total Pages		
Issued To		
Address of Organization		
EMIRATES FACE RECOGNITION L.L.C. Office No.101, Al Bustan Tower, Rabdan Street, Al Mushrif Area Post Box.10775, Abu Dhabi		
	Prepared By	Approved By
Name	JACOB SAMUEL	ZACK CHARKAS
Designation	Business Continuity Head	Top Management
Signature		





QHSE Policy

EMIRATES FACE RECOGNITION L.L.C shall commit and ensure Quality of its services, Health & Safety of its Employees, Clients, Visitors and the community at large and protect the physical environment in which the **EMIRATES FACE RECOGNITION L.L.C's** associated business activities are carried out.

The Management and Staff of **EMIRATES FACE RECOGNITION L.L.C** shall:

- Ensure that our products and services meet the needs and expectations of our clients in terms of quality;
- Develop and implement an Integrated Management System conforming to ISO 9001:2015, ISO 14001:2015 & ISO 45001:2018;
- Ensure the availability of personal, financial and human resources necessary to mitigate the adverse impact of its operations on HSE;
- Undertake reviews to measure QHSE performance against identified objectives and targets and continually improve the system;
- Ensuring the safety and welfare of our staff and the protection of our assets;
- Comply with or exceed all relevant Quality, Environmental, Health & Safety legal laws, regulations and other requirements;
- Identify the hazards in the production facility, assess the risks and manage those risks in order to reduce adverse impact on HSE;
- Periodically review the suitability, adequacy and effectiveness of the (QHSE) management system;
- Make every effort to protect the environment and prevent pollution, minimize consumption of materials, promote reuse and recycling of wastes and adopt best practice on waste management;
- Strive to achieve continual improvement of the QHSE management system and related performance;
- Prevent accidents and cases of work-related ill-health;
- Provide appropriate training to employees where applicable;
- Ensure that the company's QHSE Policy is well communicated to all quarters concerned;
- Commitment to consultation & participation of workers

ZACK CHARKAS
CEO

24 May 2023





QUALITY REGISTRAR SYSTEMS

FINAL COMPANY INFORMATION LETTER

COMPANY NAME:	EMIRATES FACE RECOGNITION LLC	ATTN:	MR. JACOB
MOB:	050-3332358	DATE:	24-MAY-2023
STANDARD	ISO 9001:2015, 14001:2015, 45001:2018 & 22301:2019	REF:	EFR/IMS,BCMS/01

Dear Sir/Ma'am,

The below information which you provide will be reflected on your ISO Certificate. Kindly confirm the below mentioned details:

Company Name (As per trade license)	EMIRATES FACE RECOGNITION LLC		
Company Address	P.O. Box No.	10 7755	
	Area	AL BUSTAN TOWER, OFFICE NO. 101 RABDAN STREET, AL MISHRIF AREA	
	Emirates	ABU DHABI	
Applicable Standards:	ISO 9001:2015, 14001:2015, 45001:2018 & 22301:2019		
Scope of work (Activity of the company)	AI ENGINE FOR FACE RECOGNITION, TRACKING -		
	SOLUTIONS, LOOKOUT SYSTEM, HAZARD & SAFETY- ANALYSIS, ONSHORE AND OFF-SHORE OIL AND GAS FIELDS AND FACILITIES SERVICES.		

Note:

- 1) The above information is draft only.
- 2) QRS have the full right to limit or change the Scope of certification as per EAC/NACE code if there is no proper evidence (records, justification or Govt. vender code etc.,) found during Audit.
- 3) Additional charge of AED 500 each certificate will be charged if there are any changes in the details and additional scope of work after audit. If required there will re-audit for change of scope. Kindly sign below as a proof of acceptance.

"We hereby confirm the following details for the issue of ISO Certificate."

REVIEWED & APPROVED BY

CLIENT'S SIGNATURE & COMPANY STAMP





QHSE OBJECTIVES

Effective Date: 18 May 2023

Document Code:
IMS-OTK-F01

Rev No.: 00

YEAR: 2023

Item number	Objective	Action to Be Taken	Action by	Date for Completion	Target / Measure of Success
1	To become Zero Customer Complaint organization in the country within 1 year.	By implementing effective Quality management system	Managing Director	Dec 2023	Customer feedback evaluation
2	Conduct 5 Training programs for employees regarding Quality of the work & Customer satisfaction.	Implement strategic training plan.	HR Department	Dec 2023	Number of trainings
3	Achieve IMS Management System Certificate.	Develop and implement ISO: 9001:2015, ISO 14001:2015, ISO 45001:2018 management system.	QHSE MR	May 2023	Certification
4	Improve on time delivery of our products/service by 5%.	Obtain at least 20 Customer feedback within one year and analyze the results.	BDM	Dec 2023	Number of customer feedback form
5	Conduct 4 training sessions of employees regarding First Aid and Incident Investigation.	Implement strategic training plan.	HR Department	Dec 2023	Number of trainings
6	Reduce annual paper & printing purchases by 5%	By implementing plan for economic use of papers	HR Department	Dec 2023	Monitoring and controlling

Prepared By:

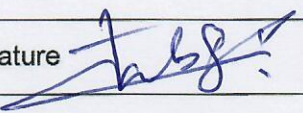
JACOB SAMUEL

Approved By:
ZACK CHARKAS



	EMIRATES FACE RECOGNITION L.L.C	No.	Policy/01
	IT Asset Management Policy	Rev. No.	0
		Date	18.05.2023

Document Control	
Document Title: IT Asset Management Policy	Revision: 0
Document Owner: IT	Effective Date: 18.05.2023
Location: Abu Dhabi	Review Frequency: Annual
Department: Information Technology	Classification: Internal

Authorization		
Prepared By	Reviewed By	Approved By
Jacob Samuel		Zach Charkas
Signature	Signature 	Signature 
Date:	Date:	Date:

Revision History				
Revision No.	Effective Date	Prepared By	Approved By	Description

Approved By → BCMS Head	
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