Jacob Proficiency Testing Provider Services-Sole Proprietorship LLC

PERSONNEL RECORDS

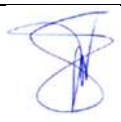
HIRE DATE		**EMPLOYEE NO.**	
EMPLOYEE NAME	Nerissa Mei Sarah Manuel		
JOB TITLE	Quality Manager		

C O N T E N T S

- EMPLOYEE CURRENT STATUS DETAILS
- ORIENTATION RECORDS (Quality/ Safety / Housekeeping/etc.)
- CONFIDENTIALITY / IMPARTIALITY / UNDUE PRESSURE STATEMENT
- EDUCATIONAL ATTAINMENT
- CURRICULUM VITAE (CV)
- TRAINING RECORDS
- ASSESSMENT REPORTS
- OTHER RELATED DOCUMENTS



Specimen Signatory:

Initial	N.M.S.
Full Signature	

JACOB
PROFICIENCY

Personnel Record Checklist

Employee Name: Nerissa Mei Sarah Manuel
Department / Position: Quality Manager

Employee No. A006
File No.
Box File No. 1-1

SR NO.	DESCRIPTION	YES	NO	Remarks
1	Employee's Record	☑		
2	2 x 2 picture	☑		
3	Visa Copy	☑		
4	Passport Copy	☑		
5	Offer Letter	☑		
6	Emirates ID	☑		
7	Joining Date Form	☑		
8	Qualification Certificates / Diploma	☑		
9	Training/Employment Certificate	☑		
10	CV	☑		
11	Confidentiality, Impartiality and Undue Pressure Statement	☑		
12	Job Description	☑		
13	Quality Induction	☑		
14	Safety Induction	☑		

Comments:

Employee Signature:
Date:

Checked By:
Date:

JACOB PROFICIENCY

EMPLOYEE'S RECORD

1. PERSONAL DATA		
NAME	:	Nerissa Mei Sarah Manuel
DESIGNATION	:	Quality Manager
DATE HIRED	:	May 09, 2023
DATE & PLACE OF BIRTH	:	September 10, 1986 / San Fernando, Pampanga, Philippines
NATIONALITY	:	Filipino
MARITAL STATUS	:	Married
PASSPORT NO.	:	P3766373B
PERMANENT ADDRESS	:	Sta. Catalina, Lubao, Pampanga, Philippines
UAE ADDRESS	:	Abu Dhabi, UAE
CONTACT NO.	:	
2. EDUCATIONAL ATTAINMENT		
Bachelor of Science in Biology		
3. OTHER COURSES COMPLETED/ANY OTHER ACHIEVEMENTS		
Awareness of ISO/IEC 17025:2017 (LMQ) Certificate No. LMQ-ASTr-04/008/2018		
Awareness & Internal Audit ISO/IEC 17025:2005 (Dubai Municipality) Cert. No. TR-0-002-171		
4. PREVIOUS EXPERIENCE		
Arab Center for Eng. Studies (Dubai) – Quality Officer (2016-2020) Geoscience Testing Laboratory LLC (Dubai) – Quality Engineer (2014-2016)		
Universal Robina Corp. LLC (Philippines) – Quality Officer (2009-2014)		
DATE: 09.05.2023	**SIGNATURE:** 	

DUTY JOINING FORM

Name of Employee	Nerissa Mei Sarah S Manuel	Designation	Quality Manager
Nationality	Filipino	Passport No	PO787374A
Date of Leave starts		Date of Leave Complete	
Agreed Days of Leave		Actual Days of Leave	
Excess in Leave Days		Date of Joining	10-03-2023
Type of Leave		Passport Retention with Company	
Reason Excess in Leave			



Signatory of the Employee

HR Officer Response:

Signature

General Manager Response:

Signature

Confidentiality and Impartiality Agreement

1.0 Confidentiality Agreement

As an employee of **Jacob Proficiency,** I hereby abide by the confidentiality rules of the company as listed below:

1.1 Confidential matters related to participants' result/assign value for the particular proficiency testing scheme as well as name of other participants, etc., will be made strictly confidential.

1.2 I will not disclose any matters related to company activities to the outsider.

1.3 I will ensure that this will be strictly followed and will not be disclosed even after leaving the job from the company.

1.4 I will follow the rules and regulations of the Organization on day-to-day basis.

1.5 I will not carry any PT results of the participant for the particular proficiency testing scheme to home for any work.

1.6 I will not show any interest in knowing the name of participants as well as their results related to proficiency testing scheme.

1.7 I will not carry any documents to home for my personal work / purpose.

1.8 I will not participate in any activities, which reduce my competence such as:

- Excessive overwork
- Breaking law like use of alcohol or any such things
- Working against documented procedures and policies

1.9 I will maintain all records, as per the category classified and will not take any interest in review of confidential, secret and top secrete records / documents of the company.

1.10 I will maintain confidentiality of proficiency test items as well as relevant records by providing the unique identification no. right from receipt till its distribution to the participants.

I have read the above confidentiality rules of the Company and will follow the same in day-to-day activities.

Signature		Designation	Quality Manager
Name of employee	Nerissa Mei Sarah	Date	10-09-2024

Confidentiality and Impartiality Agreement

2.0 Impartiality agreement

2.1 I will ensure that, in all my dealings with corporate customer or participants or other personnel will remain impartial.

2.2 I will not pass on the PT results to corporate customer or participants or other personnel without formal approval by authorized person.

2.3 I will not have (and will not form) any relationships with the personnel of PT item producer as well as personnel engaged in homogeneity assessment, who offer services that can be construed as having an impact on the proficiency testing activities performed by me.

2.4 I will declare any proposed relationship between the employees as well as with any other and will undergo a risk assessment for Impartiality prior to that relationship being formalized.

2.5 I have already declared my current and past relationships with all external providers as well as contractors and subcontractors, if any. I declare that whatever has been instructed is true and correct. Organization may take legal actions on me, if any of information provided is found wrong later on.

2.6 I hereby declare that I have not been associated with any of the customer or other of organization, where there are chances of potential conflict of interest.

2.7 I hereby declare that if any of the conflict of interest is found in my work then Technical Manager and PT Coordinator can take strict action on me to maintain impartiality in the proficiency testing activities.

2.8 I will not offer any commission, ('finders fees' or other inducements) to any individual or organization in respect of referrals of any types of services required in proficiency testing activities unless:

1. The terms and conditions of any such referral are clearly established and can be demonstrated and it can also be demonstrated that the fee is for a referral and the fact that a commission has been paid will in no way effect the outcome of proficiency testing activities.
2. A risk assessment (to establish the potential for an unacceptable threat to impartiality) has been carried–out on the process through which any such payment is made to an individual or organisation (normally a consultant) requesting the commission for referrals.
3. All such payments are documented, recorded, and traceable and accompanied by a purchase order and invoice.

2.9 I will adhere to all policies of organization.

2.10 I will not carry–out any other conflicting services other than core business of proficiency testing activities, such as testing.

2.11 I will not carry–out any financial transactions with contractors and subcontractors.

2.12 I will not accept any gifts from any of the external providers as well as contractors and subcontractors to maintain impartiality.

Signature		Designation	Quality Manager
Name of employee	Nerissa Mei Sarah	Date	10-09-2024

Confidentiality and Impartiality Agreement

3.0 Secrecy rules

3.1 I will not allow any outsiders to enter in testing area. If any representative from customer or other comes to Proficiency testing activities for handing over the PT item or equipment or collection of PT report / equipment / PT item, then he is instructed to seat in reception area.

3.2 I will allow outsider to visit our proficiency testing activities only after permission from the Technical Manager and PT Coordinator and then he will be escorted during his visit.

3.3 I will not collect any documents (such as PT reports, Calibration Certificate, Raw data sheet etc.) to home for any types of work.

3.4 I will not show any interest in changing the password or identifying the password of other. I will use the computer or laptop allotted to me only and will not use computer or laptop of other. Also I will never disclose my password to anyone.

I have read all the above requirements related to confidentiality, impartiality and secrecy related requirements and I will follow the same during my day-to-day work.

Signature		Designation	Quality Manager
Name of employee	Nerissa Mei Sarah	Date	10-09-2024

NERISSA MEI SARAH MANUEL

MW5, Mussafah, Near NMDC
PO Box: 145843, Abu Dhabi
United Arab Emirates

Mobile Number – +97156-990-7435
E-mail Address • **quality@istl.ae**



PERSONAL & WORK EXPERIENCE

Qualification
Bachelor of Science in Biology **2007**
Angeles University Foundation, Philippines

Job Title: ***Regional Quality Manager*** ***May 2025 – Present***
Independent Soil Testing Laboratories LLC, Jacob Laboratories Branches

Basic Function

- Ensures the establishment of the integrated quality system and its maintenance in accordance with the ISO 9001, Ensures the establishment of the integrated quality system and its maintenance in accordance with the ISO 9001, ISO 14001, ISO 45001 & ISO/IEC 17025 International Standards for all Jacob Lab and ISTL Branch.
- Reports on the performance of the integrated quality system to the Managing Director for review as a basis for improvement of the quality system.
- Promotes safety awareness to all levels of the organization and initiates or conducts trainings appropriate to the nature of work assignments of employees.
- Evaluate effectiveness of the Emergency Preparedness Plan suitable for the workplace.
- Responsible for reviewing of the "Health, Safety and Environment "Manual and recommends any revisions if the need requires.
- Organizes the Management Reviews with the department managers the quality system in their sections as and when required.
- Studies and looks after customer's complaints.
- Formulates the Quality & HSE Policy of the laboratory together with the other key top management.
- Establishes and controls the documents and data control system.
- Ensures the regular performance of internal audits of laboratory procedures, including tests, internal calibrations, equipment maintenance, and all other aspects of the Integrated Quality System as when required
- Organizes the internal / external quality and HSE audits plan.
- Initiates follow up audit activities in order to verify them and record the implementation and effectiveness of the corrective and preventive actions taken.
- Reports the final result of the internal audits to the Managing Manager at the Management Review meeting.
- Reviews the quality system manual and procedures
- Ensures that laboratory's equipment calibrations are kept up to date and regular maintenance is performed on schedule. To withdraw and keep any items or equipments that is out of calibration or found to be defective.
- Establishes the program for internal verifications, equipment maintenance and performance check.
- Perform/ Conduct Internal Audit in Technical.
- Participates in Management Review Meetings.\
- Responsibility for identifying deviations from the QMS.
- Authority to initiate corrective/preventive actions.
- Responsibility for ensuring the effectiveness of lab activities.

Job Title: ***Quality Manager*** ***Mar 2023 – May 2025***
Independent Soil Testing Laboratories LLC

Job Title: ***Quality Manager*** ***Dec 2020 – Feb 2021***
Mountain Gate Testing Laboratory

Job Title: ***Quality Manager*** ***Sep 2020 – Nov 2021***
Independent Soil Testing Laboratories LLC

Job Title: ***Quality Assurance Officer*** ***Dec 2016 – Aug 2020***
Arab Center for Engineering Studies-Dubai Branch

Basic Function

- Assisting the Quality Manager in Document control and quality records maintenance.
- Responsible for maintaining the documents related to the established Management System of the Laboratory
- Responsible for updating the records of technical training for technicians/Chemists/Microbiologist etc.
- Prepares Annual Internal Audit Plan and Internal Audit Schedule and conducts the Internal Audit based on the approved schedule. Subsequently monitors the overall execution and status of the Internal Audit Schedule.
- Conduct Internal Audit in Material Department example Chemical, Microbiology and Special Material
- Testing, Geotechnical Investigation Department, Pile Testing and Integrity Department and Air Quality
- Monitoring.
- Prepares Training and Seminar, Proficiency Testing Plan (PTP), Document Review, Internal Quality Control (IQC) and monitor proper execution of the scheduled.
- Conducts Management System Training based on schedule and evaluates effectiveness of training conducted.
- Issues CAR based on the non-conformity found during the Internal Audit, compliance to established
- Management System, Internal Quality Control Program, Proficiency Testing Laboratory, Laboratory processes, etc.
- Verifies effectiveness of the proposed correction and corrective action implementation from the issued CAR.

Job Title: ***Quality Assurance Engineer*** ***May 2014 – Dec 2016***
Geoscience Testing Laboratory

Basic Function

- Assists the Quality Manager in the monitoring of the established Management System in all branches of the laboratory.
- Prepare Subcontract evaluation and inquire to other laboratory for subcontract testing.
- Performing internal audits and Quality Management System Awareness.
- Assisting the Technical Manager in performing computer software verification.
- Assisting the Quality Manager in performance of IQC and Test Uncertainty
- Checking of reports and related records before final issue for compliance to the requirements of Quality System.
- Performing the duties assigned by the Quality Manager
- Checking of Daily laboratory activities.
- Following up Customer complaints, corrective and preventive actions.

Job Title: ***Quality Assurance Officer / Quality Analyst*** ***Feb 2009 – March 2014***
Universal Robina Corporation, San. Fernando Pampanga, Philippines

Basic Function

- Analyze and inspect incoming Raw Materials & Packaging Materials, conduct quality checks during operation for Candy line, Snacks line, Bakery line and Beverage line.
- Informs individuals concerned of specific regulations affecting establishment.
- Prepare reports including findings and recommendations for action.
- Conducts daily, weekly and monthly verification and calibration of equipment, operates and maintains laboratory equipment and apparatus.
- Maintain verification glassware's and prepares needed solution and necessary reagents.
- Conduct and make monthly report on equipment/machine audit on Candy line, Snacks line, Bakery line and Beverage line.
- Conducts Good Manufacturing Practices (GMP) audits at production areas, HR and warehouses.
- Perform other tasks required by the supervisor and other duties as assigned. Act as OIC whenever needed.

TRAINING AND SEMINAR

Awareness of ISO 9001:2015
Awareness of BS EN ISO 14001:2015
Awareness of BS ISO 45001:2018
Measurement of Uncertainty
Awareness of ISO/IEC 17025:2017
Tatweer Consulting & Training
Date: 04.03.2022

Awareness of ISO 9001:2015
Awareness of BS EN ISO 14001:2015
Awareness of BS ISO 45001:2018
W3 Solutionz
Date: 07.08.2021

Awareness and Internal Audit to ISO/IEC 17025:2017 - Certificate No. LMQ-ASTr-04/008/2018
ACES - Abu Dhabi, UAE
December 08-10, 2018

Basic First Aid, CPR, & AED Training
American Safety & Health Institute
September 17, 2016

Awareness & Internal Audit Course – In accordance With ISO/IEC 17025:2005 - Certificate No. TR-O-002-171
Dubai Municipality- Dubai, UAE
January 26 to 28 2015

Red Cross Seminar for Industrial and Lay Rescuer
Universal Robina Corporation (Internal)
July 12 &13 2012

Waste Water Seminar
Yana Commodities Inc. Quezon City
September 7, 2011

Quality Assurance Awareness Seminar
Universal Robina Corporation (Internal)
December 4, 2010

JACOB PROFICIENCY

JOB DESCRIPTION FORM

Position Title	**: Quality Manager**
Department	**: Quality Assurance Department**
Position Reports to	**: Managing Director**
Position Supervised	**: PT Co-ordinator**
Title of Replacement if Absent	**: Managing Director / Laboratory Manager**
Employment Status	**: Full-Time**
Regular Working Hours	**: 48 / Week**
Location	**: Abu Dhabi, United Arab Emirates**

General Summary

Representing the PT laboratory on all aspects of PT technical issues. Responsible for all technical matters within the laboratory, field testing operations and technical procedures.

Responsibilities

- To establish, implement, and maintain the quality management system (QMS) in accordance with ISO 17043:2023 requirements.
- To ensure impartiality, confidentiality, and integrity are maintained in all proficiency testing (PT) activities.
- To prepare, control, and update quality documentation (Quality Manual, SOPs, policies, records) as per document control procedures.
- To monitor the effective implementation of documented procedures across all departments and functions.
- To plan, organize, and conduct internal audits to verify compliance with ISO 17043:2023 and organizational requirements.
- To identify non-conformities, initiate corrective/preventive actions, and verify their effective implementation.
- To organize management reviews at defined intervals and ensure timely closure of actions arising from them.
- To liaise with accreditation bodies and regulatory authorities during assessments, surveillance, and audits.
- To monitor customer complaints, appeals, and feedback in consultation with the Technical Manager and initiate required actions.
- To ensure all personnel involved in PT activities are aware of and comply with the QMS requirements.
- To promote quality awareness, impartiality, and continual improvement throughout the organization.
- To ensure that training needs related to QMS, audits, and ISO 17043 are identified and addressed.
- To verify that all records (quality, technical, training, calibration, etc.) are maintained in line with retention and traceability requirements.
- To report on QMS performance, risks, and opportunities to top management for decision-making.
- To contribute to the design and improvement of PT schemes by ensuring quality requirements are integrated.

Authorities

- To stop any activity that deviates from QMS or ISO 17043:2023 requirements until corrective action is taken.
- To approve and release controlled copies of quality documents and records.
- To review and authorize corrective and preventive actions related to quality issues.
- To escalate unresolved quality-related issues to the Managing Director or Top Management.
- To represent the organization in front of external auditors, accreditation bodies, and clients regarding QMS compliance.
- To recommend improvements in quality procedures, policies, and resources.
- To access all records, processes, and personnel necessary for verifying the effective implementation of the QMS.

JACOB PROFICIENCY

JOB DESCRIPTION FORM

Education and Related Work Experience

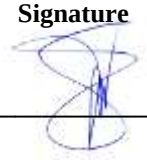
- Current Qualification: Bachelor of Science in Biology
- B.E. (Civil/Mechanical) or B.Sc. OR M.E./M.Sc.
- B.E./B.Sc. → 8 years; M.E./M.Sc. → 5 years
- QMS implementation and maintenance (ISO/IEC 17043:2023);
- Internal Auditing;
- Document Control;
- Complaint/appeal handling; and
- Liaison with accreditation bodies.

Conditions

This Job Description and Qualifications are Subject to periodic review and may be changed by the appropriate authorized person at any time. The above declarations are not intended to be an all-inclusive list of the duties and responsibilities of the job described, nor are they intended to be such a listing of the skills and abilities required to do the job. Rather, they are not intended only to describe the general nature of the job.

Acknowledgement

I have read, understand and agree on the above requirements in this job description.

Employee Name	Date	Signature
Nerissa Mei Sarah S. Manuel	30.05.2023	

Joining Date: 30.05.23

QUALITY INDUCTION TRAINING

In order to maintain required standard of quality at the working place, you are expected to abide by our basic instruction at all times within our testing premises. Find below basic quality induction checklist;

1. All workers must aware of the following
    - Quality Policy, Job Description, General Introduction on ISO/IEC 17043: 2023.

Operation System ***(****including verification of sample on receipt up to disposal)*

2. Forms and Procedures
3. Information's required for testing received before prior to start and filled properly.
4. Time schedule for testing and reporting.
5. Traceability of sample is maintained through the system.
6. Testing as per the appropriate international standard.
7. Sample Storage, retention of sample for certain period and disposal of the sample.

PT Staff

8. Make sure PT staff is authorized to perform the task.
9. Appropriate training is arranged before the task and records is available.

Others

10. Good House Keeping and safety at the PT testing location.
11. Reporting procedure



Signed by Quality Manager

10-09-2024

Date



Signed by Employee

10-09-2024

Date

FIRST DAY SAFETY INSTRUCTION

In order to maintain required standard of safety at the site, you are expected to abide by our basic safety rules at all times within our site. Find below basic safety rules must be remembered and completed:

1. All workers must use safety helmet, safety vest, safety shoes at all times working at site. Other protective equipment must be worn correctly as and when necessary.

2. All workers must follow instruction of their respected Manager.

3. All workers must refrain from smoking whilst working. Smoking is allowed at designated area only.

4. All workers must participate in the daily housekeeping so as to maintain PT laboratory cleanliness at all time.

5. All workers must strictly abide to and comply with all existing safety rules and requirement of the company and local authority.

6. All workers will report any hazardous conditions or unsafe acts to the supervisor.

7. All workers must report any accident or dangerous occurrence without delay to his supervisor for necessary action.

8. All workers must understand the need to conserve the environment and to follow instructions necessary to ensure the same.

9. All workers must be responsible for taking reasonable care for health and safety of oneself and of others who may be affected by what he does or fails to do at work.



Signed by Quality Manager

10.09.2024

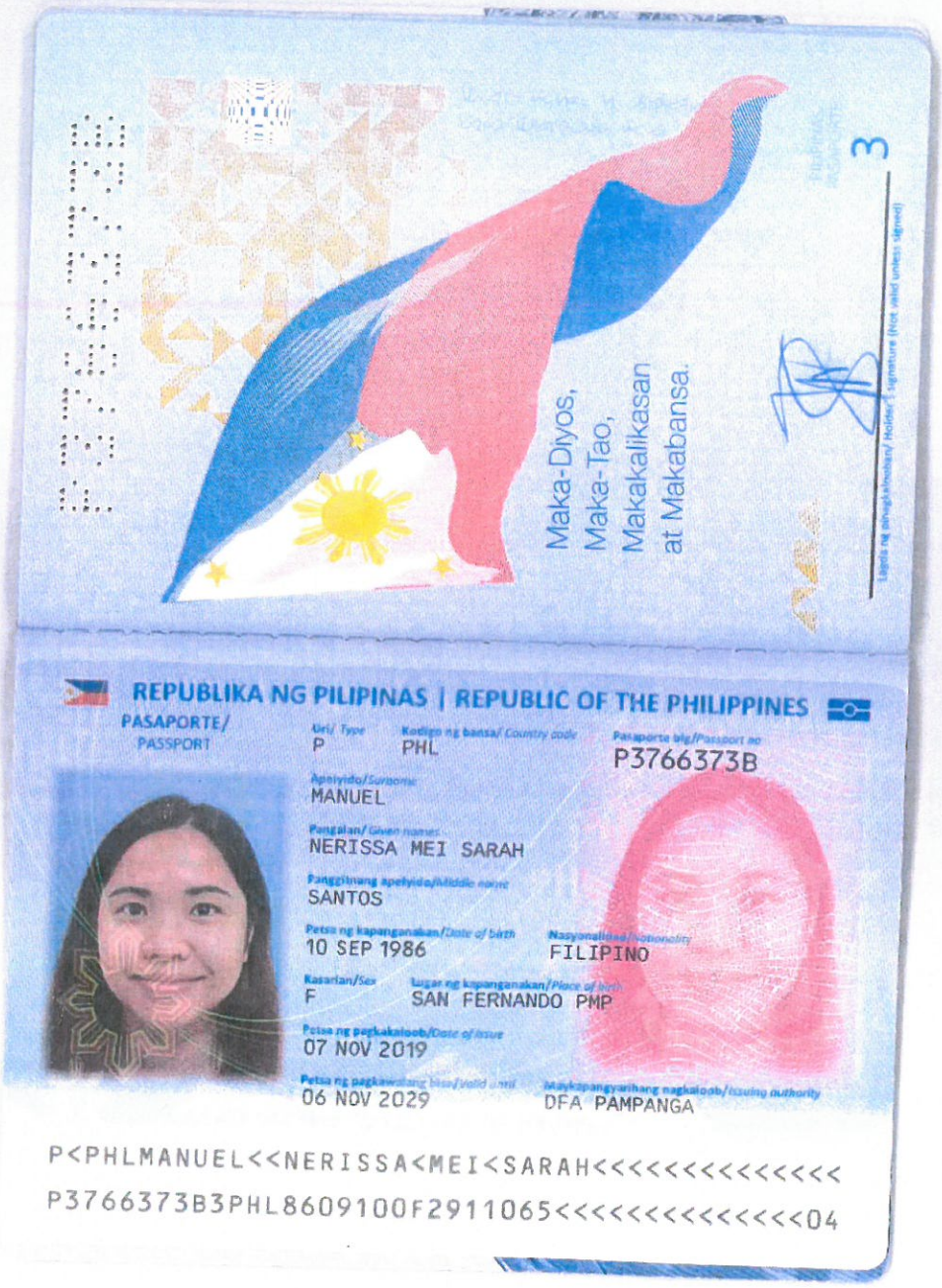
Date



Signed by Employee

10.09.2024

Date



Maka-Diyos,
Maka-Tao,
Makakalikasan
at Makabansa.

REPUBLIKA NG PILIPINAS | REPUBLIC OF THE PHILIPPINES

PASAPORTE/
PASSPORT

Uri/ Type
P

Kodigo ng bansa/ Country code
PHL

Pasaporte blg/Passport no
P3766373B

Apelyido/Surname
MANUEL

Pangalan/ Given names
NERISSA MEI SARAH

Panggitnang apelyido/Middle name
SANTOS

Petsa ng kapanganakan/Date of birth
10 SEP 1986

Nasyonalidad/Nationality
FILIPINO

Kasarian/Sex
F

Lugar ng kapanganakan/Place of birth
SAN FERNANDO PMP

Petsa ng pagkakaloob/Date of issue
07 NOV 2019

Petsa ng pagkawalang bisa/Valid until
06 NOV 2029

Maykapangyarihang nagkaloob/Issuing authority
DFA PAMPANGA

P<PHLMANUEL<<NERISSA<MEI<SARAH<<<<<<<<<<<<<<
P3766373B3PHL8609100F2911065<<<<<<<<<<<<<<04

UNITED ARAB EMIRATES
FEDERAL AUTHORITY FOR IDENTITY & CITIZENSHIP, CUSTOMS & PORT SECURITY

الإمارات العربية المتحدة
الهيئة الاتحادية للهوية والجنسية والجمارك وأمن المنافذ

Resident Identity Card

بطاقة هوية مقيم



ID Number / رقم الهوية

784-1986-3176924-1

الاسم: نيريسا مى ساره سانتوس مانويل

Name: Nerissa Mei Sarah Santos Manuel

Date of Birth : 10/09/1986 تاريخ الميلاد:

الجنسية: جمهورية الفلبين

Nationality: Philippines

Issuing Date / تاريخ الاصدار
21/08/2025

Expiry Date / تاريخ الانتهاء
29/07/2027



الجنس : انثى

Sex : F

Signature / التوقيع



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M A N U E L < < N E R I S S A < M E I < S A R A H < S A N T

دولة الامارات العربية المتحدة
UNITED ARAB EMIRATES

إقامة
RESIDENCE



784198631769241 رقم الهوية : ID Number

أبوظبي جهة الإصدار : Place of Issue

101/2021/2/176420 الملف : File

عدد المرافقين : Accompanied by

P3766373B رقم الجواز : Passport No

نيريسا مى ساره سانتوس مانويل الإسم : Name

NERISSA MEI SARAH SANTOS MANUEL

مشغل محطات تكرير النفط والغاز الطبيعي المهنة : Profession

PETROLEUM AND NATURAL REFINING PLANT OPERATOR

مختبرات المستقله لفحص التربه - ذ م م صاحب العمل : Employer

INDEPENDANT SOIL TESTING LABORATORIES - L.L.C

29/07/2027 تاريخ النهاية : Expiry Date

21/08/2025 تاريخ إصدار الإقامة : Issue Date

التوقيع : Sign.

تعتبر الإقامة لاغية اذا تجاوز حاملها الاقامة خارج دولة الامارات مدة ستة اشهر

Residence Permit becomes invalid if bearer resides out of the U.A.E. for more than six months.

JACOB PROFICIENCY

JACOB PROFICIENCY
TESTING PROVIDER SERVICES

PRIVATE AND CONFIDENTIAL

Ref No: JPTPS/HR/OL/24/015

Date: September 05, 2023

To,
Nerissa Mei Sarah Manuel
Nationality: Filipino
Abu Dhabi, UAE

Subject: **Offer Letter**

Dear Nerissa,

Further to your application and subsequent interview, we are pleased to offer you a position of **Quality Manager** in **Jacob Proficiency Testing Provider Services LLC**, based in Abu Dhabi, UAE.

Your Salary at the time of commencement of your services will be **9500 AED** (Dirham Nine Thousand Five Hundred only per month). AED 8000 basic and AED 1500 other allowance. In addition, you will be eligible for allowances / benefits as per UAE laws.

For reference and record, a Job Description may be developed by the company and provided to you along with the Appointment Letter. Such Job Description shall be subject to revision from time to time. The Appointment Letter will be given at the time of joining.

You are requested to sign the duplicate copy of the Offer Letter as a token of your acceptance and return it to undersigned.

We are looking forward to welcome you on board and your association with our Company.

Regards,

Mr Jacob Joy
Managing Director
Jacob Proficiency Testing Provider Service-Sole Proprietorship LLC

Certificate of Achievement

This Certificate is awarded to

Ms. Nerissa Mei Sarah Manuel

*from Arab Center for Engineering Studies (**ACES**)*

*who has **successfully completed** a three-day training course titled*

"Awareness and Internal Audit to ISO/IEC 17025: 2017"

*Organized by **ACES-Abu Dhabi** and Conducted by **Eng. Lina Qudah***

*from **08 – 10 December 2018** in Abu Dhabi, UAE*

The course focuses on practical implementation of the ISO/IEC 17025:2017 *"General requirements for the competence of testing and calibration laboratories"* and conforms to the principles of Management Systems Audits in accordance with ISO 19011:2018 as applied to Laboratories.

ENG. LINA MOFLEH EL QUDAH
Independent Regional Management & Business Consultant
Trainer and Lead Assessor
Date of Issue: 20.12.2018

Certificate No. LMQ-ASTr-04/008/2018

حكومة دبي
GOVERNMENT OF DUBAI

بلدية دبي
DUBAI MUNICIPALITY

Dubai Accreditation Department (DAC)

Certificate of Achievement

This Certificate is awarded to

Nerissa Mei Sarah S. Manuel

For Successfully Completing 3-days

Awareness & Internal Audit Course – In accordance With ISO/IEC 17025:2005

The Course No. DAC-TR-O-002 held from 26th January to 28th January 2015 in Dubai, UAE

Mr. Prabhakar Golkonda Purushotham
Trainer

Certificate No. TR-O-002-171

Ms. Amina Ahmed Mohammed
Director of DAC

Date of Issue: 28th January 2015

Angeles University Foundation

THE FIRST CATHOLIC UNIVERSITY IN CENTRAL LUZON

2009 Angeles City, Philippines

Certified True Copy of the Original

MELLANY P. MEJIA, M.M.
University Registrar
Date MAR 24 2014

NOT VALID WITHOUT UNIVERSITY SEAL
Prepared by:

To All Men To Whom These Presents May Come

GREETINGS:

Be it known, *that the Board of Trustees, by authority of the Commission on Higher Education, Republic of the Philippines, and on recommendation of the faculty, has conferred upon*

Nerissa Mei Sarah S. Santos

who has fulfilled all the requirements therefore, the degree of

Bachelor of Science in Biology

with all the rights, honors and prioileges as well as the obligations and responsibilities thereunto appertaining.

In testimony whereof, the seal of the University and the signatures of the University Chancellor, the University President, the University Registrar and the Dean of the College are hereunto affixed.

Given at Angeles City, Philippines this 27th day of April in the year of our Lord two thousand and seven.

University Chancellor

University President

University Registrar

Dean of the College

MAR 24 2014

تطوير لاستشارات والتدريب
Tatweer Consulting & Training

شهادة انجاز
Certificate Of Achievement

This is to certify that

Nerissa Mei Sarah S. Manuel

has successfully completed the assessment/training for
Integrated Management Systems Awareness Training for
ISO 9001:2015, 14001:2015 AND 45001:2018

تطوير لاستشارات والتدريب
Tatweer Consulting & Training
ACTVET License No:0620/2015

Certificate No.: TCT 24730 Course Date: *March 04, 2022* Certificate Validity : *N/A*

Khurram Khalid
Academic Director

P.O. Box: 48080, Tel: +971 2 6584774, Fax: +971 2 6584770, Abu Dhabi - U.A.E. E-mail: tatweer@tatweergroup.ae, Website: www.tatweerct.com

تطوير لاستشارات والتدريب
Tatweer Consulting & Training

شهادة انجاز
Certificate Of Achievement

This is to certify that

Nerissa Mei Sarah S. Manuel

has successfully completed the assessment/training for

Measurement Of Uncertainty Awareness Training

تطوير لاستشارات والتدريب
Tatweer Consulting & Training
ACTVET License No:0620/2015

Certificate No.: TCT 24759 Course Date: *March 04, 2022* Certificate Validity : *N/A*

Khurram Khalid
Academic Director

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Certificate of Completion

This is to certify that

Nerissa Mei Sarah Manuel

has attended and successfully completed the course on

ISO/IEC 17043:2010 Auditor Training

by passing the written examination and continuous assessment.
The course includes the assessment and evaluation of management systems conforming to the requirements of ISO/IEC 17043:2010 and ISO 19011:2018.

Certificate No. :- PA/2023/10797
Issued On :- 1st September 2023
Duration :- 24 Hours (04 Days)

Mr. Devang Jhaveri
Managing Director

Exemplar Global

PUNYAM ACADEMY

The course is certified by Exemplar Global.

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Certificate of Completion

This is to certify that

Nerissa Mei Sarah Manuel

has attended and successfully completed the course on

ISO/IEC 17043:2023 Auditor Training

by passing the written examination and continuous assessment.
The course includes the assessment and evaluation of management systems conforming to the requirements of ISO/IEC 17043:2023 and ISO 19011:2018.

Certificate No. :- PA/2024/0023
Issued On :- 23 June 2024
Duration :- 24 Hours (04 Days)

Mr. Devang Jhaveri
Managing Director

Exemplar Global

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Certificate of Achievement



This is to certify that

Ms. Nerissa Mei Sarah Manuel

Nationality: Philippines

Emirates ID no: 784-1986-3176924-1

has successfully fulfilled all the requisites of the certification scheme and is hereby awarded the title of

Certified ISO 9001:2015 Lead Auditor

Candidate Identification Number: JISC-CN-110926-01

Certification Scheme: JISC/CS/9001-LA Issue.01 Rev.02/Sep26

Certificate Issue Date: 11.09.2026

Certificate Expiry Date: 11.09.2031

Shiju Manickan
Certification Manager
Date: 11.09.2026

PJLA
Process Certification Body
Accreditation # 133229

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