National Information Security Compliance Framework (NISCF) Advisory Accreditation

PERSONNEL RECORD FORM

[NCSA-NISCF-ACCR-ADV-PRF]

Organization Name

As per the Establishment Card shared in the Accreditation Request Form

Personnel Details

Personal Data will be processed in accordance with NCGAA Privacy Notice.

Personnel Name

Position / Role

Date of Joining

Email

Tel No.

Mob No.

Record of Qualifications

Education Level

Institution Name and Location

Major

Minor

Public

Professional Certification

Public

	Professional Certification	Reference No.	Expiry Date
01			
02			
03			
04			
05			
06			
07			
08			
09			
10			

Only Certification relevant to Advisory need to be declared.

Professional Trainings

	Trainings	Completion Date
01		
02		
03		
04		
05		
06		
07		
08		
09		
10		

Only Trainings relevant to Advisory need to be declared.

Public

Professional Experience

Public

Provide an overview of your professional experience

Experience relevant to Advisory need to be declared.

Professional Experience 01

Name of Employer

Position / Title

Duration on Assignment or Position

Field of work /business

Professional Experience Summary

Professional Experience 02

Name of Employer

Position / Title

Duration on Assignment or Position

Field of work /business

Professional Experience Summary

Professional Experience 03

Name of Employer

Position / Title

Duration on Assignment or Position

Field of work /business

Professional Experience Summary

Public

Personal Declaration

☐ I declare that the information contained herein is both correct and accurate to the best of my knowledge.

☐ I have read, understood, and shall abide by the NCSA Code of Ethics & Professional Conduct as part of the Advisory Accreditation Requirements.

Date _____

....
Signature

Organization Declaration

Assigned Role for The Personnel

☐ Advisory Service Lead   ☐ Advisory Team Member

Work Relation

☐ Employee   ☐ Independent Contractor   ☐ Outsourced via : _____

☐ We have evaluated the individual's competencies based on the competencies criteria required and concluded based on documented and evidenced assessments that the requirements were met. Competency requirements assessment can be mapped based on the curriculum of international certifications such as CISM, CRISC, CGEIT, ISO27001 LI, ISO 22301 LI, CISSP, CGRC, PMI-RMP, CIPM, CIPP etc. We understand that if gaps are identified additional trainings shall be provided to fill the competencies gap and the individual shall not perform the assigned role until a reassessment confirms that the competencies gap was closed.

☐ We have performed the vetting checks required as per the local laws and regulations.

☐ We have completed a thorough analysis of the information provided and verified that the information is accurate.

Full Name _____   Position/Role _____

Date _____

....
Signature

(To be filled, and signed by an Authorized HR staff of the organization. Please complete the form for each individual of the Service Provider's Accreditation Team)