



National Information Security Compliance Framework (NISCF) NIA Audit Accreditation

PERSONNEL RECORD FORM

[NCSA-NISCF-ACCR-AUD-NIA-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



Professional Certification

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

Only Certification relevant to Audit need to be declared.

Professional Trainings

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

Only Trainings relevant to Audit need to be declared.



Professional Experience

Provide an overview of your professional experience

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Experience relevant to Audit 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



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 Audit Accreditation Requirements.

Date

.....
Signature

Organization Declaration

Assigned Role for The Personnel

Engagement Lead NIA Lead Auditor NIA Auditor

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 certifications such as NIA Certified Auditor, CISA, ISO27001 LA, CIA, CMSA (Certified Management Systems Auditor), CGRC, PCI QSA, PMI-RMP, CISM, CISSP, CSSLP 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)