Hellenic Accreditation System

Annex D2/**27** to the Certificate No. **970-6**

SCOPE of ACCREDITATION

of the

UNICERT S.A. - N. NOULAS S.A
(UNIVERSAL CERTIFICATION SOLUTIONS S.A. – UNICERT S.A.)

as a Persons Certification Body
in the voluntary area

Description of Certification	Regulations / Standards / In house Procedures
Informatics or PC usage Certification on one or more of the following modules: *General Use of PC and File Management* *Word Processing* *Spreadsheets* *Internet services* *Databases* *Presentations* *Word Processing - Spreadsheets - Internet Services (THEMATIC) (*)* *General Use of PC and File Management-Databases-Presentations (THEMATIC) (**)* entitled **Unicert Primary**. (*) instead of individual modules «Word Processing», «Spreadsheets», «Internet services». (*) instead of individual modules «Word Processing», «Spreadsheets», «Internet services».	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix CSR-APDX2. 07/01.07.2020
Informatics or PC Usage (Advanced) Certification on one or more of the following modules: *Word Processing* *Spreadsheets* *Databases* *Presentations* entitled **Unicert Advanced.**	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix CSR-APDX2C.04/30.07.2019

Description of Certification	Regulations / Standards / In house Procedures
Executive Management Secretary entitled **Unicert Professional.**	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix E.K. PRO-1/1.0/18.03.2022
Tourism Sector: *Call Center /Reservation Officer* *Hotel Call Center Officer* *Hotel Reservation Officer* *Food & Beverage Department Employee* *Waiter* *Buffet Person* *E-Commerce & Hospitality Sales & Marketing* *Recreation & Wellness and Sport Areas Employee* *Hotel Receptionist/Customer Service Officer* *Floor & Linen Room Department Employee* *Floor Department Employee* *Linen Room Employee* *Tourism Representative* *Travel Agency Employee* *Cleaning Professional* *International Dietary Standards and the Art of Food and Beverage* *International Dietary Standards and Food and Beverage Customer Service* *Wine Tourism Development Executive* *Consultant of alternative forms of tourism (religious and cultural, health and culture conference)* *English for Tourism.* *Customer service (wellness business sector /sports /entertainment).* *Organization of Cultural - Scientific - Sports Events* *Outdoor Recreational Tourism Activities Animator* *Cooking and Pastry Art* *Housekeeping Services and Environmental Management* *Reception Services and Digital Skillls* *Bath Therapy, Thalassotherapy and SPA Services* *Food Hygiene and Safety in Food Service Activities* *Cretan Nutrition and excellence in hospitality* entitled **Unicert Skills**.	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix CSR-APDX2D-TOUR.11/12.02.2024 Appendix E.K. TOUR-25/1.0/12.02.2024 Appendix E.K. TOUR-26/1.0/12.02.2024 Appendix E.K. TOUR-27/1.0/12.02.2024 Appendix E.K. TOUR-28/1.0/12.02.2024 Appendix E.K. TOUR-29/1.0/12.02.2024 Appendix E.K. TOUR-30/1.0/12.02.2024 Appendix E.K. TOUR-31/1.0/12.02.2024

Description of Certification	Regulations / Standards / In house Procedures
Supply Chain-Logistics Sector: *Storage Manager* *Freight Forwarding Executive* *Supply Chain Manager* *Administrative Assistant* *Travelling Public Management and Transport Project Organization* *Tobacco Warehouse Manager* *Supply Chain Management in Franchise Networks* *Processing and bundling of Tobacco Products* entitled **Unicert Skills**.	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix CSR-APDX2D-SCL.08/24.02.2022 E.K. SCL-10/1.0/04.04.2022.
Retail Trade Sector: *Retail Salesman* *Outdoor Salesman* *Export Trade Executive* *Storage Manager* *Merchandiser* *Administrative Assistant* *Wine Products Sales Executive* *Olive Oil Products Sales Executive* *Sales Techniques* *Customer Service and Management in Franchising* *Agricultural Products Outdoor Salesman* *Retail Shop Saleswomen in the New Digital Environment* entitled **Unicert Skills**.	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix CSR-APDX2D-ReT.07/21.10.2019 E.K. RET-12/2.0/01.07.2022
Export Trade Sector: *Export Operations Manager* *International Trade and Extroversion Executive* *Export Trade Executive* *Administrative Assistant* *International-Export Trade Executive of Wine Products* *International-Export Trade Executive of Olive Oil Products* *International-Export Trade Executive* *Export Trade Executives in the Fields of Creative Industry* entitled **Unicert Skills**.	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix CSR-APDX2D-ExT.07/24.02.2022 E.K. ExT-8/2.0/22.06.2022

Description of Certification	Regulations / Standards / In house Procedures
Information & Communications Technologies Sector: *Computer & Network Technician* *Software Specialist* *Web & Mobile Apps Specialist* *Database Developer* *IT Security Specialist* *Green ICT Design and Development Specialist* *Operating System Development and Mobile Applications Specialist* *Network Administrator* *E-Commerce Systems Consultant* *ICT Analyst* *Information Systems Administrator* *Specialist in Using Social Media Marketing Techniques and Tools* *E-Commerce Systems Specialist* *Executive of Wine Products Online Marketing* *Executive of Olive Oil Products Marketing* *Digital Marketing and e-Commerce Executive* *Social Media Business Marketing* *Office Automation Software Operator* *OnLine Branding and Communication* *Basic Programming Principles* *Introduction to Digital Educational Tools* *Digital Social Networking Skills with Applications in the Workplace (Social Media)* *Executive social media marketing / advertising in the field of culture.* *Technology and Innovation Management* *Data Science* *Internet of Things* *3D Printing and 3D Scanning* *Smart City Executive* *Protection from Digital Fraud* *Artificial Intelligence (AI) Basics-Chat GPT* *Basics of using Chat GPT* *Cyber Security* entitled **Unicert Skills**.	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix CSR-APDX2D-ICT. 18/11.03.2024 Appendix E.K.-ICT-31/1.0/18.03.2022 Appendix E.K. ICT-32/2.0/25.10.2022 Appendix E.K. ICT.33/3.0/30.03.2023 Appendix E.K. ICT.34/1.0/11.03.2024 Appendix E.K. ICT.35/1.0/11.03.2024 Appendix E.K. ICT.36/1.0/11/03/2024

Description of Certification	Regulations / Standards / In house Procedures
Environment Sector: *Operation and Maintenance of Wastewater Treatment Systems - Biological Cleaning* *Solid Waste-Refuse Management and Recycling* *Sanitary Landfills Operation and Maintenance* *Environmental Protection and Product Recycling* *Agricultural Waste Management and Processing Executive* *Pollution and Protection of Agroecosystems* *Corporate Environmental Management, Health and Safety Director* *Compliance with Environmental Terms in Projects and Activities* *Modern Solid and Liquid Waste Management Systems* *Environmental Systems Manager* *Disaster and Crisis Management* *Landscaping - Maintenance Green Services* *Green, Sustainable and Innovative Entrepreneurship* *Monitoring and Analysis of Energy Consumption with Spreadsheets* entitled **Unicert Skills**.	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix CSR-APDX2D-ENV.13/12.02.2024 Appendix E.K. ENV-13/1.0/12.02.2024 Special Regulation for Certification of the Knowledge Subject "Monitoring and Analysis of Energy Consumption with Spreadsheets" Version 1.0/15.07.2024
Construction and Technical Sector: *Machine Tools Operation* *Work Insulation* *Total Production Maintenance of Machinery and Installations* *Glass Panel Processing, Manufacturing and Trading Technician* *Construction Works – Construction Works Sector* *New Technologies in the Manufacturing Industry* entitled **Unicert Skills**.	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix CSR-APDX2D-CnT.10/20.09.2021 Appendix E.K/CnT-9/2.0/18.03.2022
Energy Sector: *Natural Gas Technician* *Fuel Gas Operations* *Smart Building Programming Technician (Level 1)* *Automations and Automatic Control Installations Maintenance Technician* *Business Administration of RES* entitled **Unicert Skills**.	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix CSR-APDX2D-NRG.07/23.02.2022

Description of Certification	Regulations / Standards / In house Procedures
Food and Beverage Sector: *Food & Beverage Production Technical Staff* *Food & Beverage Director* *Hygiene and Food Safety Level 1 (Food & Beverage Operator)* *Food Processing, Hygiene, Safety and Quality Control Executive* *Compliance with Standards and Procedures in Industrial Production* *Applications of Modern Methods of Organization in Industrial Production* *Olive Oil Processing and Standardization Employee* *Food Marketing Director* *Food Safety and Quality Manager* *Food and Good Hygiene Practices Management* *Wine Taster* *Food and Organic Waste Management in Franchise Networks* *Product Hygiene and Safety Management Specialist - HACCP* entitled **Unicert Skills**.	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix CSR-APDX2D-FnB.12/10.06.2019
Data Protection Officer entitled **Unicert Skills**.	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix E.K. DPO/4.0/22.03.2022
Economics, Law & Business Administration Sector: *Internal Auditor* *Insolvency Consultant* *Enhancing Extroversion and Competitiveness - New Technologies in Administration* *Quality Executive of Fur Production and Trade* *New High Aesthetic Product Design* *Financial Services Employee* *Health and Safety Executive* *Foreign Language Basic Skills in the Workplace* *Organization and Operation of Public Services, Entities and Businesses* *Horizontal Foreign Language Skills in the Workplace* *Management Crisis from natural and technological disasters* *Development of Administrative Skills and Competence* *Business Logistics - Logistics and Tax Management for Business* *Teleworking* *Footwear Design and Manufacturing of Prototypes-Collections* *Clothing Design and Manufacturing of Prototypes-Collections* *Circular Economy Applications Specialist* entitled **Unicert Skills**.	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix CSR-APDX2D-ELBA.19/12.01.2023 Appendix E.K. ELBA-16/1.0/ 10.03.2022 Appendix E.K. ELBA-17/1.0/ 01.03.2022 Appendix E.K. ELBA-18/2.0/14.03.2023

Description of Certification	Regulations / Standards / In house Procedures
Digital Information Sector: *Data Journalism Specialist* *Digital Story Telling Specialist in New Communication Media* *Informative - Cultural and Entertainment Website Manager: Social Media Marketing Specialist* *Informative - Cultural and Entertainment Website Manager: Financial Management Specialist* *Informative - Cultural and Entertainment Website Manager: Website Management Specialist* entitled **Unicert Skills**.	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix CSR-APDX2D-INFO.03/30.07.2019
Health and Social Care Sector: *Introduction to Nursing Skills* *Introduction to Nursing Skills (Advanced Level)* *Hemodialysis Technician* *Prevention and Control Measures for Infections Related to Health Care Facilities* *Crucial Education Issues Related to the Management of Patients with Psychiatric Problems* *First Aid* *Home care and care for vulnerable groups and children* *Basic Knowledge of Alzheimer's Caregivers (Family Support)* *Alzheimer's Caregivers (Advanced Level)* *Social Care Executive (Pain management – psychological support – elderly care skills)* entitled **Unicert Skills**.	General Regulation of Certification Schemes CSR.15/01.06.2022 Appendix CSR-APDX2D-HEALTH.8/05.01.2021 E.K HEALTH-1 2.0 / 28.12.2022
Online Proctoring for Remote Exams (tele-proctoring)	Certification Management QP-53.11/19.01.2021

Address of Body head office: **98-100, Akadimias Str., 106 77, Athens, Greece**.
Approved Signatory: **N. Noulas**

This Scope of Accreditation replaces the previous one dated **01.07.2024**.
The Accreditation Certificate No. **970-6**, according to ELOT EN ISO/IEC 17024:2012, is valid until **12.03.2028**.

Athens, **04.02.2025**

Konstantinou Evangelos Apostolos

CEO of ESYD