# Hellenic Accreditation System

Annex D2/**19** t cate No. **998-6**

**SCOPE o TATION**

of the

## GLOBAL CERT S.A.

***as a Persons Certification Body***
***in the voluntary area***

| **Description of the Certification** | **Regulations / Standards / In house Procedures** |
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| **Conventional classroom exams**<br>**On site exams**<br>**Computer-based exams**<br>**Distance Computer-based exams using tele-proctoring** | **- Global Cert Internal Regulation Ver. 17, 04/03/2020**<br>**- Instruction for the use of the examination e-platform using web based teleproctoring, O.530-4 ver 1/ 15-7-2019 and Certification Body documentation, as described below, per Certification Scheme** |
| Certification of computer knowledge and expertness of PC usage on modules<br><br>1. Use of PC and Files Administration<br>2. Word Process<br>3. Spreadsheets<br>4. Internet services<br>5. Databases<br>6. Presentations<br><br>• INTERMEDIATE (including at least one module or combination of modules other than the following)<br>• INTERMEDIATE A (modules 2,3,4)<br>• INTERMEDIATE B (modules 2,3,4,5 or 2,3,4,5,6)<br>• INTERMEDIATE C (modules 1,2,3,4,5,6) | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021 |

| Description of the Certification | Regulations / Standards / In house Procedures |
|---|---|
| Certification of knowledge and skills in the Information & Communications Technologies Sector<br><br>▪ Software application Technician<br>▪ IT Systems Security Officer<br>▪ Web & Application Designer<br>▪ Data base developer<br>▪ IT & Network Technician<br>▪ Development of IT Skills and Protection against Digital Scams<br>▪ Dedicated Web Application Developer (e.g. HTML, CSS, JavaScript)<br>▪ Network and data technician assistant<br>▪ e-commerce hospitality sales-marketing<br>▪ Specialist in the Use of Digital Technologies<br>▪ Specialist in Software Use and Development (Basic Programming Knowledge)<br>▪ Digital Systems Manager<br>▪ Electronic equipment Consultant. (Basic Knowledge Technical Skills) | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021 |

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| Certification of knowledge and skills in the Tourism Sector:<br><br>• Tourism Animator<br>• Hotel Receptionist<br>• Floor Department Employee<br>• Linen Room Employee<br>• Management Employee in Tourism Enterprises<br>• Marketing Assistant (specializing in the Tourism Sector)<br>• Hotel Call Centrer Employee<br>• Butcher<br>• Waiter<br>• Bartender<br>• Buffet Person<br>• Professional Cleaner (disinfection of premises)<br>• Pastry Chef<br>• Art restaurant specialist<br>• Manager of food businesses<br>• Wine products connoisseur<br>• Executive in Department of Hygiene and Food Safety in meat processing companies<br>• Wine Tourism Development Executive<br>• Catering Units Management Executive<br>• Quality Customer Service Executive in catering businesses<br>• Internet Trading Executive in Tourism<br>• Reception and Customer Service Employee for Russian speaking Tourists<br>• Mountain Tourism & Marketing - Mountain Guide<br>• Executive of Organization and Management of Tourism and Cultural Enterprises<br>• Executive of development & promotion of alternative forms of tourism<br>• International food standards and hotel customer service Specialist<br>• Digital Cultural Products Design Executive<br>• Public Reception Operations in Culture Areas• Responsible<br>• Housekeeper<br>• Quality Executive in Hotel and Catering Businesses<br>• International etourism Management Responsible<br>• Hotel Online Sales Manager<br>• Responsible for Online marketing and hotel reputation management<br>• Responsible for Cultural Management and Communication Using New Technologies<br>• Social Media Marketing/Advertising Executive in the Culture Area<br>• Digital Cultural Products Design Executive<br>• Reception services and digital skills<br>• Roofing services and environmental management<br>• Animator of Tourism Outdoor Recreational Activities<br>• Tourist Offices Executive<br>• SPA Sea - Bath Therapy Services | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021 |

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|---|---|
| Certification of knowledge and skills in the Food Sector:<br>• Butcher<br>• Chef<br>• Food and Beverage Operator (Food health and safety)<br>• Food and beverage production technician<br>• Organic marketing manager<br>• Food marketing manager<br>• Food safety and quality manager<br>• Sommelier<br>• Apiculture<br>• Technical operator in cured meats meat blend –production industries<br>• Technical Operator in cured meat Industries – Packaging Technician<br>• Scientific/technical food and beverage business Operators<br>• Technician in Dairy-Cheese Production<br>• e-Sales and marketing of agricultural products and foods<br>• Baristas<br>• Executive of Catering - Management of catering units<br>• Executive of standardization companies for the processing and marketing of agricultural products<br>• Sales Executive of Winery Products<br>• Food and food hygiene and safety Responsible<br>• Cooking and pastry art Responsible | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021 |
| Certification of knowledge and skills in the Agricultural Sector:<br>• Apiculture Technician<br>• Agricultural products standardization Executive<br>• Expert on standardization, packaging and quality control in the aquaculture industry<br>• Exports Promotion & Marketing of Agricultural Products Executive<br>• Viticulture Responsible: vineyard establishment and management<br>• Responsible for Upgrading Digital Skills and Adoption of Digital Technologies in the Agricultural Sector<br>• Geoinformatics Executive – Digital Geospatial Information in the Practice of Agriculture and Environmental Protection | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021 |

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|---|---|
| Certification of knowledge and skills in the Commercial &Trade Sector:<br>• Commercial Employee<br>• Retail Seller<br>• Outdoor Seller<br>• Merchandiser<br>• Retail and Wholesale Trade and Purchasing Employee<br>• Export Commerce Executive<br>• Olive Oil Processing and Standardization Employee<br>• Olive Oil Products Marketing Executive<br>• Olive Oil Products Export Sales Executive<br>• Olive Oil Products Sales Executive<br>• Wine Products Web Marketing Professional<br>• Wine Products Export Sales Executive<br>• Wine Products Sales Executive<br>• Warehouse Management Executive in Meat Processing Plants - Industries<br>• Outdoor Salesman in Meat Processing Plants<br>• Digital Social Networking Skills with workplace applications (Social Media)<br>• Digital marketing executive / Use of social media marketing techniques and tools<br>• Olive oil processing and standardization employee<br>• Specialist in the use of e-commerce techniques and tools<br>• E-commerce – electronic transactions | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021 |
| Certification of knowledge and skills in the Supply Chain - Logistics Sector<br><br>▪ Warehouse Management Associate (Worker)<br>▪ Supply Chain Management Associate<br>▪ Courier Services Associate<br>▪ Travelling Public Management and Transport Project Organization Executive | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021 |
| Certification of knowledge and skills in the Insulation Sector<br><br>• Insulation Technicians – Insulators:<br>• Thermal Insulation Technician<br>• Plasterboard Technician<br>• Building Sealing Technician<br>• Insulation Technicians' Supervisor | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021 |
| Certification of knowledge and skills in the DPO Sector<br><br>Certification of Data Protection Officer - DPO | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021 |

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| Certification of knowledge and skills in the Administrative Personnel Sector:<br><br>Administrative Personnel:<br>• Administrative Assistant<br>• Executive Management Assistant<br>• Administrative Assistant in Companies in the New Technologies Sector<br>• Administrative Assistant in Companies in the Tourism Sector<br>• Public Tenders Participation Procedures Executive<br>• Sturt up management and organization of small and micro businesses Executive<br>• Olympic Events Management Specialist<br>• Real Estate Valuer<br>• Consultant for Business Private Debt Management<br>• Specialized Executive in Financial Information and International Trade Cross-Border Processes<br>• Improvement of Public Utility Services in Public Administration<br>• Organization and Operation of Public Services, organizations and companies<br>• Corporate Presence Digital Promotion Systems Specialist - Social Media Marketing<br>• Organizational culture and time management<br>• Modern Techniques of Sales - Communication and Customer Service - Customer Relationship Management,<br>• Innovation and Entrepreneurship,<br>• Techniques and tools for the utilization of National and European resources<br>• Business Administration Executive<br>• e-commerce hospitality sales-marketing<br>• Time Management Executive<br>• Strategic planning and resource management towards sustainable development Executive<br>• Responsible for action plans, business plans and management of business units in the context of the circular economy<br>• Environmental accounting, finance and governance Executive<br>• Executive for strategic planning and resource management towards sustainable development<br>• Responsible for action plans, business plans and management of business units in the context of the circular economy | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021<br><br>Specific Regulation for Certification of GLOBAL CERT, Chapter B.<br>Chapter 166: Time Manager (version 1: 6/17/23) |

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|---|---|
| Certification of knowledge and skills in the Adults Training Sector<br><br>• Adults Educator<br>• Adults Educator Detecting Learning Difficulties<br>• Competency Certification for Individuals in teaching English as a foreign language<br>• (Level 7 Teaching English to Speakers of Other Languages (TESOL)<br>• English for Tourism<br>• Foreign Language Basic Skills in the Workplace<br>• Career / Vocational Guidance Advisor<br>• Management executive e-learning systems | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021 |
| Certification of knowledge and skills in the Environmental Sector:<br><br>• Wastewater Treatment Systems - Biological Treatment Plants Operation and Maintenance Technician<br>• Solid Waste Management and Recycling Technician<br>• Solid Waste Landfills Operation and Maintenance Technician of Sanitary<br>• Environmental protection and Recycling Technician<br>• Environmental Management Systems Executive<br>• Natural Disaster Prevention<br>• Ecological actions<br>• Transition to the Circular Economy<br>• Environmental Health Management and Business Safety Executive<br>• Environmental Protection and Product Recycling<br>• Natural and Technological Disaster Management<br>• Landscape design / Maintenance Services<br>• Smart and Sustainable Transportation Responsible<br>• Green economy, social cohesion and employment Executive<br>• Green IT and green technologies Responsible<br>• Business skills to exploit green opportunities Responsible<br>• Renewable Energy Sources Specialist for Energy Needs of Buildings | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021 |

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|---|---|
| Certification of knowledge and skills in the sector of Electrical Applications and Automation:<br><br>• Intelligent Electrical Installations Specialist<br>• Automation and Automatic Controller Technician<br>• Plant Maintenance Technician<br>• Smart Buildings Programming Technician<br>• Mobile business applications Specialist<br>• Educational Robotics Training / Robotics Systems Operator | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021 |
| Certification of knowledge and skills in the Construction - Technical Sector. Modules:<br><br>• Construction Works in construction projects<br>• Technician of Processing, Processing, Installation and Marketing of Glazing<br>• Technician – Maintainer of automation and automatic control<br>• Knowledge of a Natural Gas Technician (theoretical level)<br>• Welder knowledge (theoretical level)<br>• Knowledge of Handling Machine Tools (theoretical level)<br>• Entrepreneurial Skills for exploiting green opportunities (theoretical level)<br>• Specialist in RES applications for energy needs of buildings (theoretical level)<br>• Responsible for developing digital skills for the transformation of the Building Sector to a Zero Energy Footprint<br>• Technician for Power Supply Electricity Distribution in the studies of overhead - underground distribution networks MV-LV<br>• Technician for Power Supply Electricity Distribution Network metering | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Special Regulation Version: 3<br>Effective from: 18/04/2022<br><br>Special Regulation Version: 1<br>Effective from: 1/ 11/1/2024<br>Unit 262-265 |
| **-Specialist in the procedures of rescue - extrication for Workers working on tall poles - "HEDNO"** | Specific Regulation for Certification of GLOBAL CERT, Chapter B.<br>Chapter 243: Proceedings extrication rescue<br>extrication for Workers working on tall poles - "HEDNO" (version 1: 11/1/23) |

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|---|---|
| **Certification of knowledge and skills in the sector of Health:**<br>• Specialist in infection prevention and control measures related to health care facilities<br>• Specialist in critical education issues for managing patients with psychiatric problems<br>• COVID-19 pandemic management practices for businesses<br>• First aid<br>• Elderly Care Skills<br>• Special Rescue Crew of Emergency Transport, in the care of all urgent - cases of pandemic COVID-19<br>• English Language Terminology for the Special Rescue Crew of Emergency Transport, in the care of all urgent - cases of pandemic COVID-19 | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021 |
| VIP Escorts (excluding protection and security) | -GENERAL CERTIFICATION REGULATION Valid from: 23/03/2022<br><br>Global Cert Internal Regulation Ver. 21, 29-04-2021 |

Address of Body head office: **108 Solonos str., 10681 Athens**
Approved Signatory: **Tsatsabas George.**

This Scope of Accreditation replaces the previous one, dated **07.09.2024**.
The Accreditation Certificate No. **998-6**, according to ELOT EN ISO/IEC 17024:2012, is valid until **07.09.2028**.

Athens, **20.01.2025**

Konstantinou Evangelos Apostolos
CEO of ESYD