

khalid Alzoubi

From: "khalid Alzoubi" <phila124@yahoo.com>
Sent: Monday, January 14, 2013 12:51 AM
Attach: image002.gif; image056.gif
Subject: Fw: philadelphia profile

----- Original Message -----

From: [jophila](#).
Sent: Monday, January 14, 2013 12:44 AM
Subject: Fw: philadelphia profile

JORDAN PHILADELPHIA
FOR
INSPECTION & TECHNICAL QUALITY
CO.

AMMAN – JORDAN

P.O.BOX. : 963649 AMMAN
JORD 11196

E-MAIL : phila122@yahoo.com

phila124@orange.jo

kzubi@orange.jo

kzoubi@jophila.com

Tel. : 00962 79 6474444
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QUALIFICATION FILE

MESSERS,

Dear Sirs,

We are Jordan Philadelphia For Inspection and Technical Quality Company (JPHI), which was established in 2002, registered in the registry of companies under the

number (9368) with the key staff and management having extensive experience in this field for more than 23 years in Jordan and in the Middle East. Mainly in Industrial Projects.

Our company's main scope of work covers the following activities:

- **(NDT) non-Destructive Testing.**
- **(DT) Destructive Testing**
- **Welding Procedures**
- **Supervision of the welding qualification procedures for different types of material.**
- **Supervision of the welding qualification testing.**
- **Visual inspection for the welds and materials and equipment.**
- **Evaluation of the Radiographic Films and reports and sign the reports according to ASME standards.**
- **Supervise the Magnetic Particular test.**
- **Material testing & evaluation.**
- **Supervise the liquid Dye-Penitent test.**
- **Visual Inspection and Supervision of Hydro-Test.**
- **Reviewing the Isometric drawing.**
- **Third Party Inspection Management**
- **Quality Assurance Control (Q.A)**
- **Quality Control (Q.C)**
- **Setting Quality Management Systems: Manuals procedure and instructions. All**

accordance with ISO standards.

- Management and markets through setting of development programs for companies, firms and factories, for the purpose of improving production .
- Management of claims in Association with professional engineers.

We hope that the above will meet your requirements and satisfaction, and looking forward to hearing from you the soonest possible about the services which

we can of service to you.

Jordan Philadelphia for Inspection and Technical Quality Co.

Managing Director.

TABLE OF CONTENTS

- 1- Company Profile, Objectives and Services**
- 2- Company Registration**
- 3- Company Certification**
- 4- Organization Charts**
- 5- Manpower Certification**
- 6- Quality Policy**
- 7- Quality Manual**

1- The Objectives of "JPHI" and its services:

The activities of "JPHI" is an inspection and consulting organization and management.

The inspection and assessment work performed according to international rules and regulations and standard. Such as TRD, DIN, ASME, BS, ASTM, ASN...etc.

The inspection examination and assessment services we offer cover the following areas:-

- **Industrial Plant Engineering**
- **Radiation Protection**
- **Nuclear Engineering**
- **Environmental Protection**
- **Quality Assurance and Certification.**
- **ISO 9000 & ISO 14000 certification jointly with international companies.**
- **Material handling equipment**
- **Piping System**
- **Chemical and Petro chemical Plant.**
- **Oil & Gas Projects.**
- **Power Plant Engineering**
- **Industrial Plant Engineering**
- **Services in the field of Industrial plants which can be done jointly with international companies.**
- **Design approval, (Jointly with international companies).**
- **Shop & Site Inspection:**

"JPHI" helps to find suitable contractors whose capabilities with regard to trained qualified personnel and equipment enable them to fulfill the requirements set. This applies both in the manufacturers shop and site.

We help to eliminate qualification deficient. After detailed monitoring of the work "JPHI" take evaluating and results of test for complete documentation.

These services of our independent experts are located at the interface between customer and main contractor, or between main and sub-contractor, or both).

- **Commissioning and Operation:**

The involvement of "JPHI" in the commissioning procedure ensures that:

- **The function tests are carried out with representative loads.**
- **Important design data are verified by measurements.**

"JPHI" draws on its vast knowledge of the operational behavior of components and systems to prepare and implement a plan for periodic inspections.

Those periodic inspections help:

- **To identify system areas with above average lifetime consumption.**
- **To find incipient failures so early that they can either be removed in time or kept under specific observation until the next shutdown.**
- **To minimize shutdown periods during operation.**

Fields of Activities and Experience

Power Station

Cooling Tower

Refineries

Petrochemical Plants

Waste Treatment Plants

Generators

Pressure Vessels

Steam Boiler

Steel Turbines

Compressed Air equipment

Pipe Systems

TECHNICAL FIELDS

The "JPHI" inspection , examinations, consultancy, supervision and assessment services cover the following areas:-

- **Industrial Plant**
 - **Piping Systems**
 - **Chemical and Petro chemical Plants.**
 - **Power Plant**
 - **Material Handling Equipment**
 - **Radiation Protection**
 - **Quality Assurance**
 - **Quality Control**
 - **Risk Management**
 - **Third Party.**

Ashurok Center
 Legal Translation
 Translators
 Copying - Typing - Fax services

مركز الشريعة للترجمة القانونية

مترجمون محققون لكافة اللغات
 ترجمة - تصوير - طباعة - خدمات فاكس

IN THE NAME OF GOD, MOST GRACIOUS, MOST MERCIFUL
 THE HASHEMITE KINGDOM OF JORDAN
 MINISTRY OF INDUSTRY AND TRADE
 CENTRAL COMMERCIAL REGISTER AND INDUSTRIAL DIRECTORATE

COMMERCIAL NAME REGISTRATION CERTIFICATE

I HERBY CERTIFY THAT THE COMMERCIAL NAME:

JORDAN PHILADLPHIA INSPECTION & TECHNICAL QUALITY
 HAS BEEN REGISTERED IN THE COMMERCIAL NAMES REGISTER UNDER
 NO. (95364) ACCORDING TO THE PROVISIONS OF COMMERCIAL NAMES
 REGISTRATION LAW NO. 30 OF 1953 AND THE RESOLUTION ISSUED
 PURSUANT TO IT.

OWNER'S NAME : KHALID (MOHAMAD ADEEB) AL-ZIUBI & PARTNER CO.
 ADDRESS : AMMAN

COMPANY OBJECTIVES:

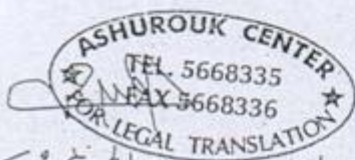
- (220009) CARRYIN OUT TECHNICAL INSPECTION BY USING IONIZED AND X-RAYS.
- (220012) CARRYING OUT TEHGNICAL INSPECTION BY USING ULTRA SOUND & ULTRASONIC WAVES FOR INDUSTRIAL ESTABLISHMENTS BY USING GAMA RAYS & X-RAYS.
- (220014) TECHNICAL INSPECTION AND QUALITY CONTROL FOR INDUSTRIAL PROJECTS (THIRD PARTY).
- (220015) INSPECTION AND QUALITY CONTRL PROCEDURES FOR INDUSTRIAL PROJECTS.
- (252158) (DT & NDT) INSPECTION QUALITY FOR INDUSTRIAL PROJECTS.
- (610022) IMPORT & EXPORT.
- (611212) REPRESENTATION OF COMPANIES.
- (611301) AGENT OF FABRICS.
- (832912) TECHNICAL SERVICES.

THIS CERTIFICATE HAS BEEN ISSUED UNDER MY SIGNATURE THIS DAY, MARCH 13TH, 2002.

REGISTERER OF COMMERCIAL NAMES : (SIGNED)

REMARK: THE COMMERCIAL NAME MAY NOT BE USED UNLESS IT IS ASSOCIATED WITH THE NAME OF ITS OWNER.

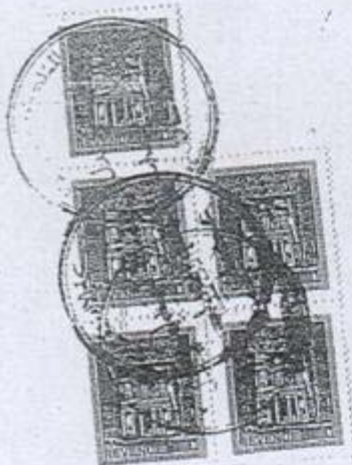
(STAMPED WITH THE SEAL OF THE COMMERCIAL NAMES REGISTERER/
 CENTRAL COMMERCIAL REGISTER AND INDUSTRIAL DIRECTORATE/ THE
 HASHEMITE KINGDOM OF JORDAN)



في اليوم... الموافق... من شهر... سنة...
 المترجم السيد...
 التي قام بها من اللغة... إلى اللغة...
 بالنسخة الأصلية المترجمة لسدي.



عمان - العبدلي - مقابل مسجد الشهيد عبدالله بن الحسين - محمد خورما بldg.
 Amman - Abdali - Opposite King Abdulla Ben Al-Hussein Mosque - Mohammad Khorma Bldg.



القاضي الفقيه ورئيس محكمة امانة عمان
 الى: المرحوم وزير العدل في عمان
 وعلى ختم هذه الدائرة المذكورة.
 رئيس محكمة امانة عمان ٢٠١٤/٢٠٤

القاضي الفقيه ورئيس محكمة امانة عمان

إلى وزارة العدل
 محترم وزير العدل
 على ختم هذه الدائرة المذكورة.
 رئيس محكمة امانة عمان ٢٠١٤/٢٠٤





Certificate



The Jordan Institution for Standards and Metrology

certifies that

Mr. Khalid Al-Zoubi

Has participated in a training course on

“Accreditation and Technical Assessment Awareness (V)”

From 07 to 08 April, 2002

Held at Jordan Institution for Standards and Metrology, Amman

Dr. Ahmad Hindawi
Director General



سي يو سي

رايديش فيستفاليسر
تكنيشر اوهر فاخونغر - فيراين

RWTUV

Rheinisch-Westfälischer Technischer Überwachungs-Verein

خدمات التفتيش الفنية

أبوظبي - أ.ع.م.

ص.ب.: 46030

هاتف: 6656508

فاكس: 6657735

بريد الكتروني: rwtuvgis@emirates.net.ae

Technical Inspection Service

Abu Dhabi - U.A.E.

P.O. Box : 46030

Tel.: 6656508

Fax: 6657735

E-mail: rwtuvgis@emirates.net.ae

Ref: PV/SP/6115/2002

Dated: 22nd April 2002

TO WHOMSOEVER IT MAY CONCERN

We, RWTUV in Abu Dhabi, hereby declare that

M/s. Jordan Philadelphia Est.
P.O. Box 11140
Amman
Jordan.

is our Agent for Inspections, testing and Certifications of equipment in Amman, Jordan.

For RWTUV Technical Inspection Services


Dr. P. Vougioukas
General Manager



General Manager Secretary

5 Man Power Certification

A) Key Staff

Eng. Khalid Al-Zoubi

Relation **Graduated in 1977 from Baghdad university (High Diploma).** Finance & Purchasing Training

- **30 years experience in the field of inspection and quality control in many factories in Jordan and Iraq.** Management

Q.C

Q.A Safety Officer

Certificates:

1) **Certificate from the Jordan Institution for Standards and Metrology for (Accreditation and Technical Assessment Awareness CV).** Supervisor

Store Keeper

2) **Certificate of Radiation Protection (level 1 & level 2) from Ministry of Energy & Material Resources, under No. (4425) Dated: 8/8/1989.**

3) **License Certificate from Jordan Ministry of Energy & Material Resources, No.(4018) dated: 16/7/1988.**

4) **License Certificate for Radiographic Examination tests (level 1) According to ASNT Standard No. (3)/6/89 dated: 23/8/1989 from (R.S.S).**

5) **License Certificate of Ultrasonic (U.C) (Level 1) according to ASNT standard No.(3)/20/92 dated: 9/6/1992 from (R.S.S).**

6) **Certificate of Proficiency (certified as per American Society of non-destructive Testing). Level II (two) for Magnetic particle testing.**

7) **Certificate of Proficiency (certified as per American Society of non-destructive testing) level II (two) for penetrant testing.**

8) **Certificate of Proficiency (certified as per American Society of non-destructive testing) level II (two) for Radiographic testing.**

9) **Full documentation for level III (three) in Radiography and M.P & LDP & Q.C & Q.A according to American Society for level III (three).**

B) Technical Staff

We have 10 engineers experienced 10 – 20 years.

C) Equipment

D) Association with others specialized in the field of claims handling.

We have all the equipment and standard used in our work (Jointly with International companies).

Hoping that our previous works will meet your satisfaction, we remain.

Yours faithfully,

Jordan Philadelphia for Inspection and Technical Quality

MT/05/11



CERTIFICATE OF PROFICIENCY

(CERTIFIED AS PER AMERICAN SOCIETY OF NON-DESTRUCTIVE TESTING)

This is to certify that **KHALID "MOHAMED ADEEB " ALZOUBI** has been trained and examined
 of **PETRA ENGINEERING FOR INSPECTION**
 in accordance with the document **ASNT-SNT-TC-1A /PETRA-WP/001** of ASNT in the following categories

QUALIFICATION	ASNT LEVEL II
METHOD	MAGNETIC PARTICLE
TYPE	TESTING
DATE OF EXAM	Yoke and Permanent Magnet
DATE OF VALIDITY	24.05.2001
	23.05.2004

Examination Results	Minimum	Actual Mark	Remarks
GENERAL	70%	85%	Pass
SPECIFIC	70%	80%	Pass
PRACTICAL	70%	80%	Pass
COMPOSITE	80%	82%	Pass

M. Alzoubi
 ASNT LEVEL III
 SIGNATURE OF THE EXAMINER

مدير بتراب التفتيش والتقييمات الهندسية
 SIGNATURE OF THE EMPLOYER
 Petra Eng. For Inspection & Testing Co.

Khalid
 SIGNATURE OF THE EMPLOYEE

TRAINING SPONCERED BY PETRA INSPECTION

PT/05/13



CERTIFICATE OF PROFICIENCY

(CERTIFIED AS PER AMERICAN SOCIETY OF NON-DESTRUCTIVE TESTING)

This is to certify that **KHALID "MOHAMED ADEEB " ALZOUBI** has been trained and examined
of **PETRA ENGINEERING FOR INSPECTION** of ASNT in the following categories
in accordance with the document **ASNT-SNT-TC-1A (PETRA-WP/001**

QUALIFICATION	ASNT LEVEL II
METHOD	PENETRANT TESTING
TYPE	COLOR CONTRAST PENETRANT
DATE OF EXAM	24.05.2001
DATE OF VALIDITY	23.05.2004

Examination Results	Minimum	Actual Mark	Remarks
GENERAL	70%	80%	Pass
SPECIFIC	70%	75%	Pass
PRACTICAL	70%	85%	Pass
COMPOSITE	80%	80%	Pass



SIGNATURE OF THE EXAMINER

Signature of Employer (Arabic and English)

SIGNATURE OF THE EMPLOYER

Petra Eng. For Inspection & Services Co.

Signature of Employee

SIGNATURE OF THE EMPLOYEE

TRAINING SPONCERED BY PETRA INSPECTION

RT/05/04



CERTIFICATE OF PROFICIENCY

(CERTIFIED AS PER AMERICAN SOCIETY OF NON-DESTRUCTIVE TESTING)

This is to certify that **KHALID "MOHAMED ADEEB " ALZOUBI** has been trained and examined
 of **PETRA ENGINEERING FOR INSPECTION** of ASNT in the following categories
 in accordance with the document **ASNT-SMT-TC-1A /PETRA-WP/001**

QUALIFICATION	ASNT LEVEL II RADIOGRAPHIC TESTING
METHOD	X- RAY & GAMMA
TYPE	RAY
DATE OF EXAM	24.05.2001
DATE OF VALIDITY	23.05.2004

Examination Results	Minimum	Actual Mark	Remarks
GENERAL	70%	85%	Pass
SPECIFIC	70%	80%	Pass
PRACTICAL	70%	85%	Pass
COMPOSITE	80%	85%	Pass



SIGNATURE OF THE EXAMINER

مركز تبرا للتفتيش والهندسات الهندسية
 SIGNATURE OF THE EMPLOYER
Abbas Selim
 Petra Eng. For Inspections & Services Co.

Khalid Alzoubi
 SIGNATURE OF THE EMPLOYEE

TRAINING SPONCERED BY PETRA INSPECTION

CERTIFICATE OF TRAINING

This is to certify that **MR. KHALED " MOHAMED ADEEB" AL- ZOUBI** has successfully completed the training course on ASNT LEVEL II RT,MT, PT as mentioned below from 19-05-2001 to 23.05-2001 organised by Petra Engineering for Inspection and Services ,Jordan

This training covers the candidate to appear for the ASNT Level II Examination as per ASNT-SNT-TC-1A

RADIOGRAPHIC TESTING	18.05.2001 to 22.05.2001
MAGNETIC PARTICLE TESTING	22.05.2001 to 23.05.2001
PENETRANT TESTING	24.05.2001
TRAINING FACULTY	M.ELANGOVAN

مركز بتر للتحليل والخدمات الهندسية
Abbasch Saleh
 Petra Eng. For Inspection & Services Co.
 SPOONER

PETRA ENGG FOR INSPN SERVICES

رقم: (٢) ٢٠/٩١

شعبة التفتيش الفني



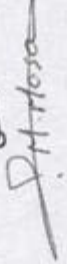
إن السيد خالد محمد ربيع احمد النعيمي - فداكمي - بنجام منقلبان الـدرورة
الـدرورية، الذي جفدها كـتـلـفـيـم لـتـقـيـم لـيـكـتـيـر / الـمـجـمـعـة الـعـلـمـيـة الـلـيـتـة
فـي تـوـضـوـع الـمـفـهـم الـلـوـطـيـة الـصـغـيـرة فـوق الـمـسـتـوـى الـأـوـل (ASNT)
فـي الـفـتـرة مـابـيـن ٢٧/٥ - ٢٦/٩ - ٢١٩١.



الرئيس



المدرس



المفتش

عمان في ٦/٩ ١٩٩١ م
الواضع: ٢٧/٨/١٤١٨ هـ



وزارة الطاقة والثروة المعدنية

٥٠٧٣
ر.ج.ص.م.



بعد للاطلاع على طلب الترخيص والتحقق من استيفاء جميع المتطلبات الضرورية، ولستناداً إلى قانون الطاقة النووية والوقائية للإشعاعية رقم ١٤ لسنة ١٩٨٧، وتسيب هيئة الوقاية من الإشعاع تقرر منح

السيد / السيد : خاليد " محمد البشير " أحمد

رخصة : في الشركة المالكة للمحويبات الغنية المساهمة المحدودة

لغاية : العمل بمحطة البحث، إنتاج كيميائيات وأجهزة

مع جميع حقوق هذه الرخصة وإمضاءها

سجلت تحت رقم (٤٠١٨)


صدرت في عمان ٧ / ١٦ / ١٩٨٨

رئيس هيئة الوقاية من الإشعاع
رئيس اللجنة الوطنية من الإشعاع

رئيس اللجنة الوطنية من الإشعاع

رقم تسلسل : ٥١١٤


بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ


 وزارة الطاقة والذرة المعدنية
 شهادات

*The Ministry of Energy & Mineral Resources
 certifies that Mr. KHALID MOHAMAD ADEEB AHMAD
 has participated in Workshop on Radiation Protection
 (1st & 2nd Levels)
 held in Amman*

*This training hours were 20 hrs.
 Accordingly he has been awarded
 this certificate*

Amman 5 / 8 / 1988
 25 / 12 / 14 08
 Minister of Energy & Mineral Resources



عمان في ٥ / ٨ / ١٩٨٨
 ٢٥ / ١٢ / ١٤٠٨
 وزير الطاقة والذرة المعدنية

وكان مجموع ساعات التدريبية ٢٠ ساعة
 وبذلك استحق هذه الشهادة

وشهدت وزارة الطاقة والذرة المعدنية
 السيد خالد " محمد اديب احمد
 قد شارك في دورة الوقاية الانشعاعية (المستويان الاول والثاني)
 والتي عقدت في صفتان في الفترة من ١٩٨٨/٧/٣٠ - ١٩٨٨/٨/٨ م

رقم (٤٤٤٥)

No (٤٤٤٥)

KEMAPCO

Kemira Arab Potash Company Ltd.

كيمابكو

شركة كيمرا البوتاش العربية المحدودة

Aqaba 17.7.2003

To Whom It May Concern

Contract: Third Party Inspection Management, N.A. Plant
 Between: Kemira Arab Potash Co., Ltd., (KEMAPCO)
 & Jordan Philadelphia Inspection & Technical Quality Co.,
 (Mr. Khalid M.D. Al-Zoubi)

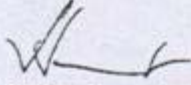
We hereby confirm that Mr. Khalid Al-Zoubi worked as (Third Party Inspection Management) on the above project including the following:

N.A. Plant

Reviewing and evaluation the documents file for contractor Technip Co., for the Isometric & Welding testing reports & radiographic (N.D.T.) films for quality assurance & quality control.

Our company was satisfied with the co-operation provided by Mr. Khalid Al-Zoubi of Jordan Philadelphia Inspection & Technical Quality Co., on site as Third Party Inspection Management. Therefore, we certify that above mentioned is capable of executing Industrial Third Party Inspection Management Supervision Works to accepted international standards and would recommend his services on any future projects.

Kemira Arab Potash Co., Ltd., (KEMAPCO)


 Stefan Swanstrom
 General Manager



فاكس: +962-3-2017181
 فاكس: +962-3-2017181

ص.ب: 2565 العتبة 77110 الأردن
 P.O. Box: 2565 (Aqaba) 77110 Jordan

تلفون: +962-3-2017174
 تلفون: +962-3-2017174

REF: PF/26-487
Date: Nov 27th 2002

TO WHOM IT MAY CONCERN

SUBJECT : CERTIFICATE; TO MR. KHALID M.A.AL-ZOUBI

Contract : Third Party Inspection Management, between Consultant and Contractor for Package 3 contract ((Ion-Unit & Dcp-Unit & Nop-Unit & Ab-Unit & Bs-Unit & Dw-Unit & As-Unit & Pipe-Rack & Tanks And Steel Structions))

Consultant : Dar Al-Handasah Engineering

Contractor : (Tecs Of Senopict) The Tenth Construction Company Of Senopic .

We hereby confirm that Mr. Khalid Al-Zoubi worked as (Third Party inspection Management) supervise requirements on the above project included the following :-

- 1) Supervised the welding qualification procedures for different type of materials : C.S: A53 , A335, etc & S.S: 316 and 312 , .. etc, and other materials according to ASTM & ASME & ASNT specification standard (NDT Test) and (D.T) for pipes and tanks and steel structure .
- 2) Supervised the welding qualification test (NDT test) and (D.T) according to the specification standard for pipes & tanks & steel structure.
- 3) Supervised the welder qualification test about 30 welders (NDT) NON-Destruction testing and (D.T) Destructive testing. The test for pipe size = 6" inch, 45 degree , up hill , (6 G) .
- 4) Visual inspection the weld for the production pipes different sizes from ½ inch to 24 inch and different thickness for welding type: MMAW, TIG, MIG, for pipes and tanks fuel tank No. 06-09-9511 , 06-099510 & Nitric Acid Tank No. 11-09-0110 and steel structure weld in site (Butt & Filet weld) and turque test for Bolts .
- 5) Supervise all the Radiographic test used X-Ray for production pipes different diameters and thickness including in workshop and field weld for pipes and tanks & steel structure.
- 6) Interpretation the X-Ray films according to ASME standard , for pipes and tanks.
- 7) Evaluation the X-ray films and reports & signed the reports according to ASME standard for pipes and tanks.

.../2

- 8) After visual inspection for weld, check the pipes with isometric according to client specification .
- 9) Supervise the magnetic particular test for steel structure welding in site , butt weld and reports prepaid from the contractor and signed according to specification standards.
- 10)Supervise the ultrasonic test for Buttweld , steel structure welding on the site.
- 11)Supervise the liquid Dye-penetrant test for fielt weld , pipes and plates tanks and steel structure welding on site.
- 12)Visual inspection for Hydro test inspection for (NDT test & Visual inspection) for pipes all unit on site according to specification standard with ISO METRIC .

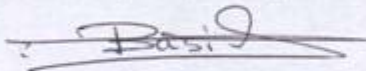
All of the above work on site (Third party inspection management) was performed under the direct supervision of Mr. Khalid Al-Zoubi since December 2001 until 31/October /2002. Mr. Al-Zoubi was qualified inspector, level II and Level III according to ASNT certifications for N.D.T test, interpretations & Evaluation the welding inspection work on the site & X-Ray test according with relevant standards.

Safety rules & regulations under Mr. Al-zoubi supervision were up to the international safety regulation.

Our company is happy with the co-operation provided by Mr. Al-Zoubi as third party inspection management leader.

This certificate was issued to him upon his request.

Very Truly Yours,,



Eng. Basil Masarwah
Sub-Project Manager/
Employee's representative



Qualification Certificate
Eng. Khalid M. A. Al-Zoubi
Amman - Jordan

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

الموضوع :

تحية واحترام ،،،

يسرني التكرم بان ارفق لطلابكم طيبا بالفكر لسير الذاتية بالإضافة لهذه النقاط توضيحية الواردة أدناه :-

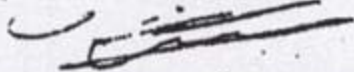
- من مواليد 1953 .
 - حصلت من سنة 1978 إلى 1989 في مجالات هندسية وصناعية وإشراف هندسي على مشاريع صناعية كثيرة بالإضافة إلى بعض الأعمال التجارية والتمويل موضحة في C.V
 - حصلت من سنة 1990-2000 في مجال التجارة العامة كالأستيراد والتصدير للمواد الصناعية وقطع الغيار للمصانع والتسويق لمنتجات صناعية مختلفة ، وفي المواد الغذائية الخ ، كما هو وارد في C.V
 - خبراتي في المجالات الهندسية والصناعية والتجارة ممتددة وطويلة تزيد عن 22 سنة كما هو وارد في C.V .
 - ادي خبرة في أنظمة الجودة العالمية ISO 9000 وبرومها .
 - خبرة في أنظمة الجدوى الاقتصادية للمشاريع الصناعية والخدماتية والتجارية .
 - خبرة في أعمال الإدارة والتسويق من خلال وضع البرامج التطويرية للشركات والمصانع لتطوير الإنتاج والإدارة والتسويق من خلال تطوير كترافها .
 - خبرة في العلاقات العامة مع الشركات الكبيرة العالمية والمسلة لتجارها .
 - خبرة في برامج العقود والاتفاقيات التجارية مع الشركات العالمية حسب القوانين التجارية للفرق التجارية العالمية .
 - خبرة في الإدارة والإشراف على المصانع والشركات الكبيرة ، حيث كنت مسؤولا عن عدد من المهندسين والفنيين والموظفين والعامل في بعض المشاريع حيث كانت أكثر من مائتي شخص .
 - من خلال الإعلان الوارد أعلاه لهذه الوظيفة وأناضني بان شروطه تطبق على مؤهلاتي وخبراتي الطويلة لذ .
 - قررت ان اوضح هذه النقاط بتوضيح شمولى لهذه الخبرات والمجالات المتعددة .
- أمل ان يكون هذا الموجز بالإضافة لما هو وارد في السيرة الذاتية C.V يوضح الأمر ، وانسى على استعداد للإجابة على أية استفسارات تتكرمون بها ،

شاكركم اهتمامكم ، والله الموفق .

وتفضلوا بقبول فائق الاحترام والتقدير ،،،

عمان - الأردن - ص.ب. 425692 الرمز البريدي 11140
تلهفاكس : 4875222 عمان

الحكيم
م. خالد الزعبي





Quality
Management

الشركة العالمية للفحوصات الفنية (المساهمة المحذورة)

INTERNATIONAL INSPECTION COMPANY

Tel. Office 821408
Cable IIC Amman - Jordan
Fax 821210

P.O. Box 950315
Amman - Jordan
Telex 23909 GSA JO

Ref. I I C / 101 /90

Date

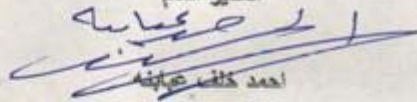
أشارتنا

التاريخ ١٩٩٠/٨/٣٠

نحن يهمه الامر

نشهد نحن الشركة العالمية للفحوصات الفنية بأن السيد خالد احمد الزعبي . قد عمل لديها
بوظيفة مدير فني للشركة ، وكان مسؤولاً مباشراً بالاشراف على كافة المشاريع التي
قامت الشركة بتنفيذها منذ تاريخ تأسيسها في /١٣/٦/١٩٨٨ ولغاية /٢٠/٨/١٩٩٠ .
علماً بأن الشركة قامت بتنفيذ عدة مشاريع خارج الاردن وداخل الاردن مع مقاولين
لمشاريع عائلة لسلطة المياه الاردنية ومصفاة البترول الاردنية في محطة غاز (ابوعلندا)
وكان من المنتمين والمخلصين لعمله ، وبناء على طلبه اعطى هذه الشهادة .
وتفضلوا بقبول الاحترام ،،

المدير العام


احمد خلف الزعبي



PLEASE ADDRESS CORRESPONDENCE TO

ALARKO MERKEZİ
MASLAK MEYDANI (80714) AYZAĞA - İSTANBUL
PHONE (90) (1) 176 96 00 (35 Lines)
CABLE ALARKO - İSTANBUL/TURKEY
TELEX 26402 ALAR TR - 26242 ALHO TR
FAX (90) (1) 176 29 32
REGISTRATION NO. 85696 - 29778

Tel: 827591 - Amman

DATE 29/March/1989

YOUR REFERENCE 01-159-S

YOUR REFERENCE

To Whom It May Concern

RE Radiographic Inspection (N.D.T) Services.

We hereby certify that Messrs. International Inspection Company are working with us as our subcontractor for radiographic services in our below mentioned project.

Project : Construction of 2000 cum.L.P.G storage spherical tank.

Client : Jordan Petroleum Refinery Co. LTD.

Contractor: Alarko Sanayi Ve Ticaret A.S.

Location : Amman - Jordan

Subcontract: Radiographic Inspection (NDT)

We also confirm that Messrs. International Inspection Co. are approved by Jopetrol for the execution of above mentioned subcontract and are perfect in execution of work and complying with standards and international safety rules.


Therefore, we recommend them for similar/ or other jobs to carry out the Radiographic Services.

E. Cinar

Site Manager

ALARKO
SANAYI VE TICARET A.Ş.

E. Cinar


YIT LTD GENERAL ENGINEERING AND CONTRACTING COMPANY

Our reference

Date

Work number

Ratamestarinkatu 12

00520 Helsinki

Finland

Phone (358-0) 15051

**YIT Ltd.****GENERAL ENGINEERING AND
CONTRACTING COMPANY**

TO WHOM IT MAY CONCERN

Your reference

SUBJECT Certificate - to Mr. Khalid M. D. Ahmad

ARAB POTASH COMPANY

CONTRACT NO. 2850 - 60

We hereby confirm that the Radiographic Inspection requirements on the above project included the following :

1. Welder qualification tests about 112 welders, visual inspection & Radiographic test & non destructive testing, the test for pipes 45° up hill & plates, vertical & horizontal position test.
2. Production pipes different sizes and thickener tanks of diameter 70 m. and 52 m. for Radiographic Inspection & nondestructive testing & facum test & dye penetrant inspection.

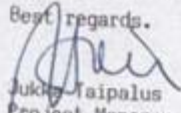
All of the above work on site (Radiographic Inspection) was performed under the direct supervision of Mr. Khalid, M. D. Ahmad since July 1987 until Feb. 1988 of Petra Engineering for Inspection & Services Co. LTD . Mr. Ahmad was also the qualified inspector for interpretation of the films & welds accordance with the relevant standards.

Regarding safety rules & regulations, Petra Eng. for inspection & services Co. under Mr. k. Ahmad supervision followed international safety regulation.

Our company is happy with the Co - Operation provided by Petra Co. and also the successful Co - Operation between us on site

Therefore, we certify that above mentioned Co. is capable of executing industrial Radiographic and inspection works to accepted international standards and would recommend their services on any future projects.

Best regards.



Jukka Taipalus
Project Manager

YIT Ltd.**GENERAL ENGINEERING AND
CONTRACTING COMPANY**

YIT LTD

108 2000 12 88 P/S

Telex 12-1416 yit af

Telecopy (358-0) 1505282

Cables Teknik Helsinki

Bank Union Bank of Finland, Helsinki

 **KUKJE-ICC CORPORATION**
 AMMAN BRANCH
 C.P.O. Box 5870
 C.P.O. Box 21038
 AMMAN JORDAN

ZARQA SITE
 C.P.O. Box 178 Zarqa
 PHONE: 59-911211 # 2000
 FAX: 59-911221
 JORDAN - ZARQA PROJECT

CERTIFICATE

To whom it may concern:

Nov. 11 1987

I, the undersigned, certify that Mr. Khalid Ahmed had worked as the Project Manager for the radiographic inspection on our project: 14 oil storage tanks and associated pipings for Jordan Petroleum Refinery Co., Ltd and that he had undertaken overalling site control and interpretation of approximately 5,000 radiographs during the period of 11 months.

During the period, it was found that his performance was satisfactory and efficient to us and our client.

J. P. Oh
 Jin Pil Oh
 Inspector
 KUKJE-ICC Corp.
 Jordan, Refinery Site



P. O. Box 925206
Jabal Hussein
Amman - Jordan
P. O. Box 1283
Aqaba - Jordan

MITSUBISHI HEAVY INDUSTRIES, LTD.
شركة متسوبيشي للصناعات الثقيلة المحدودة

TEL : 666191/3
TELEX : 21684

March 22, 1986

JORDAN ELECTRICITY AUTHORITY
Aqaba Thermal Power Station
Boiler Island

CERTIFICATE

TO WHOM IT MAY CONCERN:

This is to certify that Mr. Khalid Mhmad Adeeb Ahmad worked as Lead Inspector for Radiographic Inspection (NDT) on our job at Aqaba Thermal Power Station steam boiler No. 1 & No. 2 and 5 tanks, and welder's qualification test.

He worked satisfactory and punctual to us and he followed international safety rules and regulations

We hereby provide him with the certificate at his request for his next job.



K. Kitagawa
K. KITAGAWA
Site Project Mgr.
Aqaba Construction Office

The International Division of Samsung Group

SAMSUNG CO., LTD.

AMMAN OFFICE
RM. 306 AMAR CENTER
P. O. Box 103556 Amman - Jordan
TEL : 42482 (E), SAMSUNG
TLX : 23448 AMSTAR JO

HEAD OFFICE
G. P. O. Box 1144, Seoul, Korea
TEL : 771 - 33, 7721 - 1114
CABLE : STARS SEOUL
TLX : STARS K 23302, K 23657

SEPTEMBER 13, 1985

TO WHOM IT MAY CONCERN:

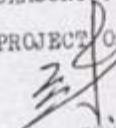
CERTIFICATE

THIS IS TO CERTIFY that Mr. Khalid Mohamad Adeeb Ahmad has worked as the site manager of PetraEngineering For Inspection And Services co., Ltd who was our subcontractor for the Radiographic Examination of the storage tanks under the Contract of Fuel Oil Tank Island, Contract No. 5/82 of Aqaba Thermal Power Station.

As his workmanship with his company was satisfactory to us, we hereby provide this certificate to him at his request for his next job.

SAMSUNG CO., LTD.

PROJECT OFFICE


Y. S. CHOI

PROJECT MANAGER



CHAS. T. MAIN INTERNATIONAL, INC.

Prudential Center, Boston
 Massachusetts, U. S. A. 02199
 Telephone 617 - 262 - 3200
 Telex 94 - 0009 OR 94 - 0568
 Cable : CHASMAIN



شاس. ت. مين العالمية المتحدة

برودنتال سنتر ، بوسطن ، ماساشوستس
 الولايات المتحدة الامريكية ٠٢١٩٩
 تلفون ٢١٤-٧٧
 الاردن
 مكتب العقبة - ٢٨١ ٥٥

JORDAN ELECTRICITY AUTHORITY
 AQABA THERMAL POWER STATION
 =====

To Whom It May Concern:

We hereby confirm that the radiographic requirements on the above project included the following:

1. About= 1500 films for five welded Fuel Oil Tanks by Y-Ray. Three Fuel Tanks diam 61m and Two Fuel Tanks Diameter 24 meter erected by SAMSUNG COMPANY. In addition welder qualification tests for welders used on Tanks and all welder tests required as per ASME Standard No. 9 and Tank welding according to API 650 Standard.
2. About= 27,000 films for two steam Boilers for MITSUBISHI HEAVY IND. LTD. and inspected in accordance with ASME-8. Welder qualification tests for work on Boilers and Tanks (5 Tanks) by X-Ray.
3. About= 200 films for steam Turbine for FRANCO TOSI Co. The above work was performed by PETRA (PITCO) Engineering for Inspection and Services Co., Ltd., as per our schedule and as per Standard Specifications.

The maximum film sheeting and developing rate reached approx. 300 films per day.

All of the above work on site was performed under the direct supervision of Mr. Khalid M. D. Ahmad of PITCO. In the case of the radiographic work for SAMSUNG Co and FRANCO TOSI Co., Mr. Ahmed was also the qualified inspector for interpretation of the films in accordance with the relevant standards.

Regarding safety rules & regulations, Petra (PITCO) Engineering for Inspection Co., followed International Safety Regulations.

...../2.....

المكروهت - مانشستر - لاجوس - جاكارتا - ساو باولو - بيونس ايرس - باناما - الرياض
 RIYADH - PANAMA - BUENOS AIRES - SAO PAULO - JAKARTA - LAGOS - MANCHESTER - KUWAIT

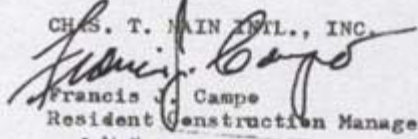
-2-

Our company is happy with the co-operation provided by PITCO and also the successful co-operation between this company and other companies on site.

Therefore, we certify that above mentioned, Co., is capable of executing industrial Radiographic and Inspection works to accepted International Standards and would recommend their service on any future projects.

Very truly yours,

CHAS. T. MAIN INTL., INC.



Francis J. Campe
Resident Construction Manager

FJC/brm

شاس. ت. مين العالمية

فرع العقبة

CHAS. T. MAIN INTL. INC.

AQABA - BRANCH

The International Division of Samsung Group

SAMSUNG CO., LTD.

AMMAN OFFICE
R.M. 306 AMAR CENTER
P.O. Box 19556 Amman - Jordan
TEL : 42482 Ex. SAMSUNG
TLX : 22448 AMSTAR JO

HEAD OFFICE
G. P. O. Box 1144, Seoul, Korea
TEL : 771 - 33, 7721 - 1114
CABLE : STARS SEOUL
TLX : STARS K 23902, K 23637

SEPTEMBER 13, 1985

TO WHOM IT MAY CONCERN:

CERTIFICATE

THIS IS TO CERTIFY that Mr. Khalid Mohamad Adeb Ahmad has worked as the site manager of PetraEngineering For Inspection And Services co., Ltd who was our subcontractor for the Radiographic Examination of the storage tanks under the Contract of Fuel Oil Tank Island, Contract no. 5/82 of Aqaba Thermal Power Station.

As his workmanship with his company was satisfactory to us, we hereby provide this certificate to him at his request for his next job.

SAMSUNG CO., LTD.
PROJECT OFFICE

Y. S. CHOI
PROJECT MANAGER



JORDAN LIFT & CRANE MFG. CO.

Your Ref.

Our Ref.

Date 8th July '82

TO WHOM IT MAY CONCERN

This is to certify that Messrs Petra Engineering Company has undertaken the work of X-ray, Gama ray and its interpretation to our crane girders welds of cranes supplied to Armour Rebuild Facility in Khalidiyeh area.

Such work was executed and supervised by Khalid Mohamad Ahmad.

Certificates issued in this respect were accepted and approved by contractor and consultants engineers.

This statement is given upon the request of Mr. Khalid without any obligations.

Nazih Alho.
JORDAN LIFT & CRANE MFG. CO.



P.O. BOX 51882 - AMMAN JORDAN TEL. 36071 TELEX 3188 TELEGRAM JOLIFT BANK ; PETRA - SHEIKHANI - AMMAN
P.O. BOX 44 MADABA - JORDAN TEL. 3914



EDWARD J. HILLS
SAFETY ENGINEER

سي باتينول
SPIE - BATIGNOLLES

SOCIETE ANONYME AU CAPITAL DE 100 000 000 F
P. O. BOX 410 AQABA (Jordan)

Le Dec. 19, 1981 19

Ref :

TO WHOM IT MAY CONCERN

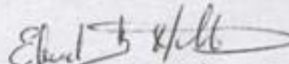
This is to certify that Mr. Khalid M. A. Ahmed was working as supervisor in Radiographical and inspection in the Jordan Fertilizer Plant at Aqaba.

I found that, during all operations full international safety precautions were being enforced and that Mr. Khalid M. A. Ahmed always ensured that safety was the first priority during his operations of some 20,000 (Twenty thousand Radiographic shots covering a period of about 18 months.

I will take this opportunity to thank Mr. Khalid Ahmed for keeping this as a safe site and would not hesitate to employ him in this capacity should the need arise.

Safety Engineer

E. Hills


EDWARD J. HILLS
SAFETY ENGINEER



Aqaba. 24.11.1981

P.O. BOX 227 Aqaba - Jordan



TO WHOM IT MAY CONCERN

This is to certify that Mr. KHALID M.A. AHMAD was supervisor of radiographical works on tanks & ducts in Jordan Fertilizer Project, Aqaba.

His works were satisfactory & efficient, therefore we strongly recommend him for any similar position he may wish to have.

PHB-SOMERAL S.A.r.l.
for Site Representative
[Signature]

DELATTRE BEZONS

DELATTRE BEZONS
P. O. Box 100
Aqaba - Jordan

TO WHOM IT MAY CONCERN :

THIS IS TO CERTIFY THAT MR. KHALID M.A. AHMAD WAS SUPERVISOR OF RADIOGRAPHICAL WORKS ON TANKS & DUCTS IN JORDAN FERTILISER PROJECT, AQABA.

HIS WORKS WERE SATISFACTORY & EFFICIENT, THEREFORE WE STRONGLY RECOMMEND HIM FOR ANY SIMILAR POSITION HE MAY WISH TO HAVE.

SITE MANAGER


DELATTRE BEZONS
P. O. Box 100
Aqaba - Jordan

BUREAUX: CENTRE PARIS-PLEYEL TOUR OUEST 93521 St DENIS CEDEX 1 - TÉL.: 252.81.10+ - TELEX: DELACIB 611350 F
SOCIÉTÉ ANONYME AU CAPITAL DE 2.012.500 F - RC PARIS 68 B 2 488 - SIREN 682 024 890





Hitachi Plant Engineering & Construction Co.,Ltd.

HEAD OFFICE:1-1-14 SHIBASAKI CHUYODAKU TOKYO 81 JAPAN
MITSUBISHI ANNEX:1-1-2 KITAGUJIMA TOSHIMA-KU TOKYO 103 JAPAN

TEL TOKYO 03(262)8111 FAX TOKYO 03(262)8111
TEL TOKYO 03(262)8111 FAX TOKYO 03(262)8111

Date: 4/12/1981

Our Ref. No. _____

TO WHOM IT MAY CONCERN

THIS IS TO CERTIFY THAT MR. KHALID . M.A.AHMAD WORKED IN RADIOGRAPHICAL & INSPECTION SECTION IN JORDAN FERTILIZER PROJECT AS SUPERVISOR.
HIS SUPERVISION CONSISTS OF PREPARATIONS, DEVELOPING , JUDGMENTS, INTERPRETATIONS, WELDER TEST, BEND TEST, & MIC-RO EXAMINATION.
ADDITIONAL TO THE ABOVE MENTIONED, HE WAS RESPONSIBLE TO PERSUE THE SAFTY REGULATIONS IN THE SITE.
SCOPE OF ABOVE MENTIONED WORK HE SUPERVISED ABOUT TWENTY THOUSAND SHOTS DURING EIGHTEEN MONTHS.
MR. KHALID .M.A.AHMAD BEHAVIOR & CONDUCT WAS EXCELENT, SO WE STRONGLY RECOMMEND HIM TO EXECUTE SUCH WORKS IN FUTURE.

Hitachi Plant Engineering & Construction Co.,Ltd.

PROJECT MANAGER

6. Quality Policy

The Quality of our services is of decisive significance for the competitiveness of our company, as well as for that of our clients each employee bears apart of the responsibility for control and improvement of the Quality. Only a permanent striving for improvement ensures the success and continuance of the company.

The QM system of (JPHI) ensures that organizational, commercial and technical activities are planned, managed and supervised to fulfill contractual requirements. Our company recognizes that it is essential for the company's long-term excellent name for quality. The top management ensures that this policy statement is understood implemented and maintained at all levels within the organization.

7- QUALITY MANUAL

- 1- Introduction
- 2- Company Profile
- 3- Quality Management System Requirements
- 3.1 Management Responsibility
- 3.2 Quality System
- 3.3 Contract Review
- 3.4 Design Control
- 3.5 Document and Data Control
- 3.6 Purchasing
- 3.7 Identification and Tractability
- 3.8 Planning and Implementing of Services
- 3.9 Checking and Evaluating Service Quality

3.10	6 Control of Inspection, Measuring and Test Equipment
3.11	Inspection and Test Status
3.12	Handling of Nonconforming Services
3.13	Corrective and Preventive Action
3.14	Quality Records
3.15	Internal Quality Audits
3.16	Training
3.17	Servicing
3.18	Statistical Techniques

1- Introduction

Purpose

The present Quality Manual describes the Quality System of JPHI with the measures laid down to achieve an adequate quality level of the company's services.

The Quality Manual performs two tasks:

- An instrument for planning, control and monitoring of Quality Activities.**
- It is used to strengthen the confidence of customer in the quality of our services.**

Scope

This Quality Manual is applicable for all services to be applied by JPHI in the field of Third Party Inspection and jointly with international company in the field of Product Certification Training Programs. QMS and EMS Certification on behalf of accredited body) and any other activities.

Definitions and abbreviations

The following abbreviations are used in this Quality Manual and its attached documents and instructions.

GM	General Manager
MR	Management Representative
CAR	Corrective Action Report
F&AM	Finance & Administration Manager
HOD	Head of Department
HSE Manual	Health, Safety & Environment Manual
NDT	Non Destructive Testing
NCR	Non Conformance Report
QD	Quality Department
QMS	Quality Management System
EMS	Environment Management System
TRM	Training Manager

2- Company Profile

JPHI is an independent service company acting in the fields of inspection, examination, testing, appraisal, consultancy in technical fields. Furthermore, JPHI and Jointly with other companies offers services in the field of management consultancy, claim handling QMS and EMS certification.

3- Quality Management System Requirements

3.1 Management Responsibility

*** Purpose**

In this section, the commitment of the management as well as of all other employees to the Quality

goals is laid down. The section describes the Quality Policy and the Quality goals of JPHI.

The structure of organization of JPHI with the areas of responsibility of employees is also described.

*** Quality Policy**

Winning Customer's trust by providing world class quality services through continuous improvement and maintaining first class reputation in the market.

*** Resources**

Each Department Manager shall evaluate the adequacy of resources in his department and shall report the same to the General Manager.

The General Manager shall evaluate these reports regarding requirements of resources and discuss the same with each manager and finally, the General Manager shall decide the requirements of resources.

*** Management Representative**

The General Manager assigned a Management Representative through a memorandum; he'll be responsible for:

- 1- Monitor the implementation of Quality System in various departments.
- 2- Plan and conduct internal Quality Audits.
- 3- Control of Document & Data as per the established procedure and to fulfill the requirements of ISO9000.
- 4- Verify the implementation of corrective and preventive actions.

Management Review

accordingly and to establish measures to avoid any repetition of nonconformity.

- To constantly monitor and –if necessary- revise the effectiveness of Quality Assurance Measures.

*** Scope**

This Quality System applies for all activities and employees of JPHI .

*** Basis of the Quality System**

The basis of the Quality System is provided by:

- **The Quality Policy.**
- **The structural organization with the activities and areas of responsibility laid down for the individual organization units.**
- **The systematic Quality Assurance measures for all phases of service implementation as laid down in writing in Operating Procedures and in work instructions.**
- **The checks of the Quality Assurance measures are laid down.**

*** Structure of Quality System**

The Quality System is shown in Fig. 2 it consists of the Quality Manual and its Appendix (Operating Procedures, Job Descriptions, Work Instructions, Forms and Records).

Quality

Manual

Operating

Procedures

Job Descriptions

Work Instructions

Forms

Records

Fig. 2 : Structure of Quality System

*** Quality Manual**

The quality Manual describes the Quality Policy, regulations with regard to structural and procedural organization, provisions concerning responsibility for quality and the measures taken to document and monitor, Essentially, it contains framework provisions. Details are given in the other Quality Documents.

*** Operating Procedures**

Operating Procedures describe measures taken and sequences used to assure quality and the areas of competence (responsibility) are dealt with therein. Among other things, this prevents any interface problems arising where measures are taken which are not specific to one particular department. The Operating Procedures are internal written and implemented.

Provisions for the Quality Assurance measures are described in to Quality Manual. They are a component part of the Appendix to the Quality Manual.

*** Work Instructions, Forms and Records**

Work Instructions are detailed provisions describing how the specified work has to be carried out in order to fulfil the requirements of this Quality Manual. They include test and inspection sequences and procedures. Work instructions and related forms and records are a component part of the Append tot he Quality Manual.

*** Job Descriptions**

Job Descriptions for all employees of JPHI. They are component part of the Appendix to the Quality Manual.

*** Project-related Quality Documents**

To take into consideration all customer requirements, the existing non-order-related documents of the Quality System might be supplemented by order-related/project related documents (Quality programs, Operating Procedures and Work Instructions).

*** Quality Planning**

The requirements for quality shall be met by documenting specific quality practices and activities for all processes including meeting contractual requirements, understanding and meeting customer needs and with emphasis on prompt prevention.

JPHI has given consideration to Quality Planning meeting the specified requirements for any future business.

3.3 Contract Review

*** Purpose**

The contract review is conducted in order to avoid deficiencies in the service organization interface of client and JPHI. The aim is to ensure that, customer requirements are correctly understood, applied and fixed, the company can meet these requirements.

*** Scope**

All orders and customer requirements are subject to contract review.

Areas of competence

Inquiries/orders in accordance with standard services are reviewed by the employee in charge of the department concerned under supervision of the head of the department.

The process of reviewing is defined in the Operating Procedure.

Review

*** Inquiry of offer phase**

The department concerned with regard to reviews incoming customer inquiries or offers to be

drawn up:

- **Technical feasibility, i.e. with regard to the test specification, type of tests, scope of tests, implement ability and a clear statement of tasks.**
- **Availability of personnel**
- **Environmental and safety aspects**
- **Deadlines to be observed**
- **Costs and prices.**

*** Contract review on placement of order**

On placement of order, the head of department checks whether the order placed is in conformity with the offer both with regard to technical and economic aspects. In the case of orders for which no offer was submitted beforehand, the completeness of the order documents, and clarity of the statement of tasks and implementability are checked. After the order has been confirmed, the order will be dealt with and monitored in accordance with the Operating Procedures and order-related documents.

*** Procedures in case of modification of order**

In case of modification of order, the head of department or an employee appointed by him shall clarify if and then to what extent the modifications can be considered.

If necessary, the customer is consulted. All agreements are to be laid down in writing. If necessary, a supplementary order is placed.

Contract review according to Section 3.4.2 is also applied to order modification.

*** Documentation**

The person in charge files the inquiries, offers, orders and confirmation of order as well as any other written correspondence in relation to the specific orders.

The Quality Assurance measures taken in the context of contract review are described in the Operation Procedures OP-3-1 and OP-3-2.

3.4 Design Control

This clause is not covered by the scope of our business activities.

3.5 Document and Data Control

*** Purpose**

The purpose of documentation is to provide valid documents. This section describes the measures to be taken in order to examine, release, distribute, amend and file quality-related documents.

*** Scope**

This procedure is applicable for any document, which effect the quality of our services.

*** Areas of competence**

Areas of competence are described in the relevant sections of this manual and in the Operating Procedure.

3.5 Document and Data approval and issue

The documents of the Quality Management System are to be reviewed and approved according to the following table:

Doc. Name	Reviewed by	Approved by
Quality Manual	Management Representative	General Manager
Operating Procedures	Management Representative	General Manager
Job Description	Management Representative	General Manager
Work Instructions	Head of Department	M a n a g e m e n t Representative

Issuance of the Quality documents is described in Operating Procedure.

Document and Data Changes

Changes of Quality Documents are described in Operating procedures.

*** Documentation**

Documents are filed in proper conditions where they are safe from environmental influences, damage, loss or unauthorized access and this is done in such a way that the working results are easy to locate and are accessible so that they can be used at any time in the case of queries, feedback of experience and further training.

3.6 Purchasing

*** Purpose**

The present section of the Quality Manual describes measures taken to ensure fulfillment of quality requirements of purchased products and services.

*** Scope**

The Quality element applies for all external services and products purchased which are part of the services to be rendered by JPHI.

*** Areas of competence**

The employee in charge is responsible to specify the product/service to be purchased.

*** Evaluation of subcontractors**

When orders are being implemented, services of external firms may be used.

*** Purchasing Data**

*** Ordering of equipment**

The employee in charge according to Operating Procedure issues orders for equipment to be purchased or hired. Order placing and approval regulations are laid down in Operating Procedure.

*** Ordering of services**

Services are purchased according to Operating Procedure. All order conditions are detailed in the order issued. All such orders must be confirmed in writing. A list of all qualified subcontractors is filed in the administration department.

*** Verification of purchased product and service**

The purchased product or service is to be checked for fulfillment of the requirements, fixed in the order, by the head of the organization unit or somebody appointed by him.

The organization unit checks the invoice of the supplier whether the invoice complies with the contract. The compliance is confirmed on the invoice.

*** Documentation**

Purchasing is documented by purchase orders. The documents regarding purchase orders are filed in the relevant quotation or order file. The measures taken with regard to purchasing/hiring are described sequentially in the Operating Procedure.

3.7 Identification and Traceability

*** Purpose**

The present section of the Quality Manual describes measures taken for identification and registration purposes to avoid mix-ups and to ensure traceability.

*** Scope**

This Quality requirement is applicable for all related documents and test objects during the whole period the service is being rendered.

*** Areas of competence**

The areas of competence are defined in the specific Work Instructions.

*** Description**

By means of impeccable identification and registration of the documents allocated to the services. Traceability and identification of the services are ensured throughout the entire time they are being rendered.

Allocation criteria for identification and registration.

The application of the relevant allocation criteria is dealt with individually and described in greater detail in the Operating Procedure.

*** Traceability**

During the time an order is being dealt with, the person in charge under the corresponding allocation criteria stores the related documents. After the conclusion of the contract, the documents are filed in accordance with the related allocation criteria.

*** Documentation**

Means of documentation used in connection with the identification and traceability are appropriately identified and registered documents allocated to the services.

The Quality Assurance measures for identification and traceability are laid down in the Operating Procedure.

3.8 Planning and Implementation of Services

*** Purpose**

This reason describes the measures taken to meet the quality requirements during planning and implementation of services.

*** Scope**

The regulations laid down in this section apply for all departments involved in planning and implementation of services.

*** Areas of competence**

Responsible for the service to be rendered within the framework of the order is the employee entrusted with the order. Planning and monitoring during the rendering of services are the responsibility of the superior and, in the case of large-scale projects the project manager.

*** Description**

The services to be rendered by JPHI consists of:

- **Third Party Inspections**
 - **Product Certification**
 - **Training Programs**
 - **QMS and EMS Certification on behalf of accredited body.**

To meet the quality requirements, i.e. ensure that the services are rendered in an optimum fashion in accordance with the conditions of the order with regard to technical, schedule-related

and economic aspects, the handling of the order is planned and monitored in detail.

*** Planning of Services**

Before beginning to perform the order, it is ensured that the conditions of the order have been clarified and agreed with the customer.

The planning consists of:

- Assignment of employees taking into consideration that the fact that the employees assigned have the correct qualification and are suitable for the task at hand in view of their training and experience.
- Provision of the necessary suitable equipment for the activities (e.g. technical Devices, measuring instruments) and regulations.
- Time scheduling
- Monitoring to be taken as the service is rendered.

*** Performance and monitoring of services**

The employees involved in performing an order are obliged to do everything necessary to ensure efficient and contractually correct performance. The order conditions as confirmed must be strictly observed.

Services are monitored in the form of self-control by the employee with regard to the work sequence and work results and supervised by the head of department concerned.

Any nonconformity and quality problems found are clarified or effectively solved immediately. Sections 4.13 and 4.14 of this Quality Manual describe in high detail how nonconformity and corrective actions are dealt with.

Documentation

The Quality measures taken when services are rendered are documented according to the scope of the order by the following:

- Project sequence plans
- Project status reports
- Records of meetings
- Interim and final reports

3.9 Checking and Evaluating Services Quality

*** Purpose**

The present section of the Quality Manual describes the quality checks supplied to ensure that the specified quality requirements are met.

*** Scope**

The checks of service quality encompasses

- Checks conducted while services are being rendered, and
- Final evaluation.

*** Area of competence**

The respective superior performs the checks of service quality in the form of self-tests and checks.

*** Description**

*** Receiving checks and evaluation**

Service of supplier is checked on fulfillment of quality requirements, which are determined in the order, by the responsible employee. In the case of nonconformity, they are documented in writing.

*** Checks during rendering of services**

For all services, the responsible employee checks the conformance with the contract, the regulations, and the Quality System, while services are being rendered.

The supervisory duties encompass supervision with regard to technical, schedule-related, and economic rendering of services.

Such supervision is conducted on a spot check basis.

*** Final evaluation**

The superior as part of his supervisory duties conducts the final evaluation. Detailed evaluation criteria are given in the corresponding Operating Procedures and Work Instructions.

Control of Inspection, measuring and Test Equipment

This clause is not covered by the scope of our business activities.

*** Quality & Inspection , and test status:**

*** Purpose**

This section describes the quality measures taken to identify the inspection and test status with regard to the status or order implementation. The identification of inspection, and test status shall ensure that only a service, which has been released, is dispatched.

*** Scope**

The following descriptions apply to all phases rendering of the service.

*** Areas of competence**

The competent employee indicates the status of order implementation. The identification of inspection and test status is of the responsibility of the competent employee and of the respective superior within the framework of his supervisory duties.

*** Description**

The status of order implementation is described in inspection and test plans as well as in reports according to the scope of the order. When an order is completed, a final report is drawn up.

*** Documentation**

The documentation of the inspection and test status is ruled in the Operating Procedures.

3.12 Handling of Nonconforming Services

*** Purpose**

The present section of the Quality Manual describes the procedure adopted to identify and report on quality nonconformity (with regard to technical aspects, schedule and economic aspects), while an order is being implemented, in order to prevent the customers being affected.

*** Scope**

The regulations laid down in this section apply during the whole time the service is being rendered.

*** Areas of competence**

Every employee is responsible for giving immediate notification of any quality nonconformity found in a service rendered to the head of his department.

*** Description**

As described in this Quality Manual, checks are made of the services rendered during the whole time an order is being performed.

Quality nonconformity in services provided by sub-contractors.

If any quality nonconformity is found during the check of external services, the continued use of the external service is temporarily suspended.

The competent employee will clarify the matter with the sub-contractor in consultation with the project manager or with his superior, such clarification to include rectification, toleration or rejection of the service rendered.

Quality nonconformity during the performance of services.

Quality nonconformity found by employees, while a project is being rendered, will be clarified in consultation with the project manager or superior. Clarification includes deciding on rectification, toleration, or rejection of the service rendered. In addition, it is established whether a systematic nonconformity requiring specific corrective action is present.

3.13 Corrective and Preventive Action

*** Purpose**

This section describes measures taken to eliminate the causes of nonconformity and to prevent the repetition of any such nonconformity.

*** Areas of competence**

The respective head of department is responsible for the systematic registration and evaluation of quality nonconformity. The responsibility for introducing corrective action and subsequent control is also with the head of department. If the cause of quality nonconformity is to be found in the Quality System, the MR must be informed.

***Description**

Corrective and preventive action includes

- Establishing quality nonconformity,
- Analyzing quality nonconformity and establishing causes.
- Establishing and monitoring the corrective action,
- Modification of documents to prevent nonconformity.

Analysis of quality nonconformity and establishment of causes

Quality nonconformity are analyzed and their causes determined (reason analysis) by the respective head of department with employees within the scope of meetings, staff conferences and engineer discussions, if necessary with involvement of the MR.

Establishment of monitoring of corrective action

Corrective action is established and monitored by the respective head of department and if necessary the MR. corrective action, which has been successfully implemented, is recorded in report form in the working documents and/or the reports of the MR and the head of department.

Modification of documents to prevent nonconformity

Generally valid knowledge obtained from quality nonconformity analyses is, if necessary, recorded in Operating Procedures and Work Instructions. Changes/revisions of existing instructions can be performed as a preventive action.

*** Documentation**

Quality nonconformity, corrective action taken and its monitoring are documented in writing form in working documents and/or reports of the MR and the head of the concerned department.

Where changes are made in procedure or the working sequence, they are to be described in the accordingly revised Operating Procedures and Work Instructions.

3.14 Quality Records

*** Purpose**

This section describes measures taken to ensure proper preparation and handling of quality records which are recorded to provide adequate evidence of fulfillment of quality requirements and for an effective manner of working for the Quality System.

*** Areas of competence**

Every employee is responsible for protection and storage of the Quality records. The employees responsible for filing Quality records are obliged to properly register and file the Quality records.

The responsibility for issuing and filing is laid down in the Quality Manual and the Operating Procedures.

*** Description**

Quality records are laid down in particular for the following areas:

- Effectiveness of the Quality System,
- Personnel qualification,
- Equipment qualification,
- Quality of inspection and test methods used,
- Supplier qualification,
- Service quality (including all work and test results for the respective service).

The relevant Operating Procedures and Work Instructions govern the type and mode of Quality records.

Work and test results are invariably recorded in writing. For standard inspections and tests the intended forms are used taking due account of special customer wishes.

The Quality records have to be legible and clearly marked (Identify Ability).

3.15 Internal Quality Audits

*** Purpose**

This section describes how the effectiveness of the Quality System is verified, monitored and if necessary improved with help of internal audits.

*** Scope**

Internal Quality audits are conducted in all areas entrusted with documented practices.

*** Areas of competence**

The MR carries out the initiating and planning of internal audits. In the case of an audit by an external body, the MR is the contact person. The MR has the right to perform an audit when problems have been encountered with the operation of the Quality Management System or changes have been made to the system.

*** Description**

Scheduled internal audits are conducted at least twice a year and for any particular reason (e.g. customer complaints).

The basis for the implementation of internal audits by the MR is provided by the specifications in the valid Quality Manual and in the appendix to the Quality Manual. As part of the audit, a check is made as to whether work is conducted in accordance with the specifications.

An audit program is drawn up twice a year by MR and agreed with the GM. An audit report is drawn up for any audit performed and, in the case of nonconformity, a nonconformity report as well. The reports contain the results of the audit with details of any nonconformity found any necessary improvement measures and dates for the introduction of improvements. Where necessary with indication of a date for an extraordinary audit. MR signs the audit report, and the nonconformity report is to be signed by the MR and the auditee and it is then brought to the attention of the GM of RWTUV Abu Dhabi.

The MR checks whether any changes have been introduced in time.

*** Documentation**

Documents for the internal audit are:

- Audit program
- Audit report
- Nonconformity report

These documents are filed in the GM's and the MR's office.

The implementation of audits is governed by the Operating Procedure.

3.16 Training

*** Purpose**

With regard to the Quality Policy to supply services of highest quality, the management of JPHI considers the education and training of its personnel significant. The present section of the Quality Manual describes the measures taken to ensure that all employees entrusted with quality-related tasks are trained and that they have sufficient specialist knowledge.

*** Areas of competence**

At least twice a year, a meeting between the individual employee and the GM shall take place. One of the conclusions of this meeting is to decide about training measures for the next year. The GM is responsible for fixing and arranging training measures.

*** Description**

Training schedule for all employees is prepared and updated regularly.

New sector-related knowledge and research results are imparted to employees in specialist conferences, seminars and through technical journals.

Where devices and installations are newly acquired, the training measures offered by the equipment manufacturer are used, and if necessary, additional external courses attended. In connection with newly appointed personnel, employees are selected with regard to workplace-related requirements and are only entrusted with the relevant task when they have been appropriately prepared, including training in specialist matters, Quality Assurance and safety, Instruction is given by means of internal training. If necessary supported by external training.

*** Documentation**

Evidence of qualifications and evidence of internal and external courses attended are a constituent part of the employee's personal file. The AM keeps the personal file.

3.17 Servicing

*** Purpose**

An essential goal of JPHI is to satisfy the customer requirements. One means is to maintain regular contact to the customer to exchange experience, so the service can be enhanced and optimized. The present section of the Quality Manual describes the measures taken to reach the mentioned goals.

Are of competence

The heads of the departments are responsible

- For maintaining regular contact to the customers.

- For an assessment and, if necessary, implementation of the positive as well as the Negative statements of the customer.
- For investigating the complaints of the customer and to drawing the logical conclusions.

The GM considers the information on customer contacts and serious complaints in the review of the Quality System.

*** Description**

Maintenance of contact to customer

During the rendering of projects, the employee endeavors to fulfill the contractual conditions technically and on time, and in addition to present the advantages of the service offer of JPHI.

For the purpose of optimization of the service, it is of great importance to find out whether the customer is satisfied with the offered and performed service.

3.18 Statistical Techniques

This section describes the measures and methods for the evaluation and improvement of services.

Scope

Measures are applied for:

- Checks of reports.
- Complaints
- The time used
- Corrections/revisions

*** Areas of competence**

The MR is responsible to evaluate applied measures and to comment their results.

*** Description**

The extent and type of an evaluation method depends on the questions to be answered, such as:

- Kind of complaints
- Time needed for the issue of statements, reports, etc.

*** Documentation**

Copies of all results are made available to every employee to demonstrate any tendency (positive or negative).

All results are handed over to the GM for filing.









