

G. STAFFING

2. Professional Staff Certification and Authorization Form

Instructions:

- a) Complete one (1) Staff Certification and Authorization Form for **EACH** Professional staff being submitted.
- b) Attach an **UPDATED** resume for **EACH** Professional staff being submitted in the Supplier of Works Application Form
- c) Submit the original along with a photocopy **OR** a copy certified, signed, sealed and dated by a Justice of the Peace / Notary Public of **Academic Qualification(s) AND/OR Certificate(s) AND/OR License(s)**. *(Unless previously submitted, verified and valid)*
- d) Submit the original along with a photocopy of a **picture identification with signature OR** a copy certified, signed, sealed and dated by a Justice of the Peace / Notary Public for **EACH** Professional staff being submitted in the Supplier of Works Application Form. *(Example Driver's License, Employee ID, National ID, Passport etc)*

3. I _____ hereby solemnly declare that I am currently
(Name of Staff member)
employed to _____. My current employment status with the Applicant as at _____ (Name of Supplier of
Works Applicant seeking registration with PPC)
_____ is in a *(Please tick)* Full Time Part Time Contractual Date (dd/mm/yyyy)
 Other _____ *(please specify)* capacity for registration with the Public Procurement Commission (PPC).

4. I _____ agree and certify that all representation / information made in my attached
(Name of Staff member)
updated resume best describes myself, qualifications and experience to the best of my knowledge. I have provided said Supplier of Works Applicant with my particulars which
include(s): *(Please tick)* Update Resume Academic Qualification(s) Certificate(s) License(s)

Signature _____
(Staff member's Signature)

Signature _____
(Director's / Authorized representative's Signature)

Date _____
(dd / mm / yyyy)

Date _____
(dd / mm / yyyy)

6. Technical Staff Certification and Authorization Form

Instructions:

- a) Complete one (1) Staff Certification and Authorization Form for **EACH** Technical staff being submitted.
- b) Attach an **UPDATED** resume for **EACH** Professional staff being submitted in the Supplier of Works Application Form
- c) Submit the original along with a photocopy **OR** a copy certified, signed, sealed and dated by a Justice of the Peace / Notary Public of **Academic Qualification(s) AND/OR Certificate(s) AND/OR License(s)**. *(Unless previously submitted, verified and valid)*
- d) Submit the original along with a photocopy of a **picture identification with signature OR** a copy certified, signed, sealed and dated by a Justice of the Peace / Notary Public for **EACH** Technical staff being submitted in the Supplier of Works Application Form. *(Example Driver's License, Employee ID, National ID, Passport etc)*

7. I _____ hereby solemnly declare that I am currently
(Name of Staff member)

employed to _____ My current employment status with the Applicant as at
(Name of Supplier of Works Applicant seeking registration with PPC)

_____ is in a *(Please tick)* Full Time Part Time Contractual
Date (dd/mm/yyyy)

Other _____ *(please specify)* capacity for registration with the Public Procurement Commission (PPC).

8. I _____ agree and certify that all representation / information made in my attached
(Name of Staff member)

updated resume best describes myself, qualifications and experience to the best of my knowledge. I have provided said Supplier of Works Applicant with my particulars which

include(s): *(Please tick)* Update Resume Academic Qualification(s) Certificate(s) License(s)

9.

Signature _____
(Staff member's Signature)

Signature _____
(Director's / Authorized representative's Signature)

Date _____
(dd / mm / yyyy)

Date _____
(dd / mm / yyyy)

G. STAFFING

11. Supervisory Staff Certification and Authorization Form

Instructions:

- a) Complete one (1) Staff Certification and Authorization Form for **EACH** Supervisory staff being submitted.
- b) Attach an **UPDATED** resume for **EACH** Supervisory staff being submitted in the Supplier of Works Application Form
- c) Submit the original along with a photocopy **OR** a copy certified, signed, sealed and dated by a Justice of the Peace / Notary Public of **Academic Qualification(s) AND/OR Certificate(s) AND/OR License(s)**. *(Unless previously submitted, verified and valid)*
- d) Submit the original along with a photocopy of a **picture identification with signature OR** a copy certified, signed, sealed and dated by a Justice of the Peace / Notary Public for **EACH** Supervisory staff being submitted in the Supplier of Works Application Form. *(Example Driver's License, Employee ID, National ID, Passport etc)*

12. I _____ hereby solemnly declare that I am currently
(Name of Staff member)

employed to _____ My current employment status with the Applicant as at
(Name of Supplier of Works Applicant seeking registration with PPC)

_____ is in a *Please tick*) Full Time Part Time Contractual
Date (dd/mm/yyyy)

Other _____ *(please specify)* capacity for registration with the Public Procurement Commission (PPC).

13. I _____ agree and certify that all representation / information made in my attached
(Name of Staff member)

updated resume best describes myself, qualifications and experience to the best of my knowledge. I have provided said Supplier of Works Applicant with my particulars which

include(s): *(Please tick)* Update Resume Academic Qualification(s) Certificate(s) License(s)

14.

Signature _____
(Staff member's Signature)

Signature _____
(Director's / Authorized representative's Signature)

Date _____
(dd / mm / yyyy)

Date _____
(dd / mm / yyyy)