



ОБЩЕСТВО С ОГРАНИЧЕННОЙ ОТВЕТСТВЕННОСТЬЮ
МАЛОЕ ИННОВАЦИОННОЕ ПРЕДПРИЯТИЕ
"НЭС ПРОФЭКСПЕРТ"

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ИНН 1644096286 ОГРН 1201600019048

I APPROVED
Director
LLC MIP "NES ProfExpert"
Kamaliev Damir Sagdievich




"01" October 2023

Authority Matrix (revision 6)

Job title	Full name	Area of responsibility (content of work)
1	2	3
Management personnel		
Director	Kamaliev Damir Sagdievich	1. Formulation and development of policy issues related to the activities of the Environmental Safety Department; 2. Supervision of finances, administrative issues, resolution of contractual issues and conclusion of agreements; 3. Approval of final decisions on validation/verification;

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		<p>4. Making decisions on disputes and complaints;</p> <p>5. Providing adequate and competent human resources to perform validation/verification functions;</p> <p>6. Approval of the Quality Manual</p>
Deputy Director for Environmental Safety	Akutin Maksim Valerievich	<p>1. Formulate and develop policy issues related to the activities of the Environmental Safety Division;</p> <p>2. Creation of a quality management system in accordance with the formulated policy;</p> <p>3. Supervision and monitoring of the implementation of policies and procedures of the quality management system;</p> <p>4. Supervision of finances, administrative issues, resolution of contractual issues and conclusion of agreements;</p> <p>5. Approval of final decisions on validation/verification;</p> <p>6. Participation in commissions for the settlement of disputes and complaints;</p> <p>7. Selection of appropriate and competent human resources to perform validation/verification functions.</p>
Head of Environmental Safety Department	Moryakova Marina Mikhailovna	<p>1. Creation of a quality management system in accordance with the formulated policy;</p> <p>2. Approval of the Quality Manual and amendments to it;</p> <p>3. Revision of the Quality Manual;</p> <p>4. Documenting policies and procedures and their implementation;</p> <p>5. Supervision and monitoring of the implementation of policies and procedures of the quality management system;</p> <p>6. Preparation of validation/verification documents;</p> <p>7. Decisions on disputes and complaints;</p> <p>8. Provide adequate and competent human resources to perform validation/verification functions.</p>
Personnel responsible for the management system		
Expert in the field of environmental safety	Yuranets-Luzhaeva Regina	1. Development of the Quality Manual, as well as revision of the Quality Manual (if necessary);

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	Cheslavovna	2. Develop, document, implement and maintain policies and procedures; 3. Ensure that the ATO's procedures for compliance with accreditation requirements are established, documented, implemented and maintained; 4. Providing reports to the top management of the educational organization on the implementation of the quality management system and on the proposal of necessary improvements
Personnel responsible for conducting audits		
Deputy Director for Environmental Safety	Akutin Maksim Valerievich	1. Conducting scheduled and unscheduled internal audits; 2. Drawing up schedules of internal audits, internal audit programs, internal audit checklists, reports on the results of internal audits.
Head of Environmental Safety Department	Moryakova Marina Mikhailovna	1. Conducting internal audits; 2. Drawing up schedules of internal audits, internal audit programs, internal audit checklists, reports on the results of internal audits.
1. Energy industries (renewable/non-renewable sources) (No. 1)		
Head of Environmental Safety Department	Moryakova Marina Mikhailovna	1. Maintaining the quality management system in accordance with the formulated policy; 2. Carrying out validation/verification work as part of a group as: - group leader; - validator/verifier; - technical expert; 3. Carrying out an inspection as part of a technical inspection group as: - member of the technical verification group; - technical reviewer
Expert in the field of environmental safety	Chernikova Julia Alexandrovna	1. Maintaining the quality management system in accordance with the formulated policy; 2. Carrying out validation/verification work as part of a group as: - group leader; - validator/verifier; - technical expert; 3. Carrying out an inspection as part of a technical inspection group as: - member of the technical verification group; - technical reviewer.
Expert in the field of envi-	Odemchuk	1. Maintaining the quality management system in accordance with the formulated

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Environmental safety	Svetlana Vladimirovna	policy; 2. Carrying out validation/verification work as part of a group as: - group leader; - validator/verifier; - technical expert; 3. Carrying out an inspection as part of a technical inspection group as: - member of the technical verification group: - technical reviewer.
Expert in the field of environmental safety	Panibratova Lyudmila Anatolievna	1. Maintaining the quality management system in accordance with the formulated policy; 2. Carrying out validation/verification work as part of a group as: - group leader; - validator/verifier; - technical expert; 3. Carrying out an inspection as part of a technical inspection group as: - member of the technical verification group: - technical reviewer.
Expert in the field of environmental safety	Abutalipov Arthur Maratovich	1. Maintaining the quality management system in accordance with the formulated policy; 2. Carrying out validation/verification work as part of a group as: - group leader; - validator/verifier; - technical expert; 3. Carrying out an inspection as part of a technical inspection group as: - member of the technical verification group: - technical reviewer.
Expert in the field of environmental safety	Odemchuk Galina Vladimirovna	1. Maintaining the quality management system in accordance with the formulated policy; 2. Carrying out validation/verification work as part of a group as: - group leader; - validator/verifier; - technical expert; 3. Carrying out an inspection as part of a technical inspection group as:

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		- member of the technical verification group; - technical reviewer.
2. Energy demand (No. 3)		
Head of Environmental Safety Department	Moryakova Marina Mikhailovna	1. Maintaining the quality management system in accordance with the formulated policy; 2. Carrying out validation/verification work as part of a group as: - group leader; - validator/verifier; - technical expert; 3. Carrying out an inspection as part of a technical inspection group as: - member of the technical verification group; - technical reviewer.
Expert in the field of environmental safety	Chernikova Julia Alexandrovna	1. Maintaining the quality management system in accordance with the formulated policy; 2. Carrying out validation/verification work as part of a group as: - group leader; - validator/verifier; - technical expert; 3. Carrying out an inspection as part of a technical inspection group as: - member of the technical verification group; - technical reviewer.
Expert in the field of environmental safety	Yuranets-Luzhaeva Regina Cheslavovna	1. Maintaining the quality management system in accordance with the formulated policy; 2. Carrying out validation/verification work as part of a group as: - group leader; - validator/verifier; - technical expert; 3. Carrying out an inspection as part of a technical inspection group as: - member of the technical verification group; - technical reviewer.
3. Manufacturing industry (No. 4)		
Expert in the field of environmental safety	Panibratova Lyudmila	1. Maintaining the quality management system in accordance with the formulated policy;

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	Anatolievna	<p>2. Carrying out validation/verification work as part of a group as:</p> <ul style="list-style-type: none"> - group leader; - validator/verifier; - technical expert; <p>3. Carrying out an inspection as part of a technical inspection group as:</p> <ul style="list-style-type: none"> - member of the technical verification group; - technical reviewer.
Expert in the field of environmental safety	Odemchuk Svetlana Vladimirovna	<p>1. Maintaining the quality management system in accordance with the formulated policy;</p> <p>2. Carrying out validation/verification work as part of a group as:</p> <ul style="list-style-type: none"> - group leader; - validator/verifier; - technical expert; <p>3. Carrying out an inspection as part of a technical inspection group as:</p> <ul style="list-style-type: none"> - member of the technical verification group; - technical reviewer.
Expert in the field of environmental safety	Abutalipov Arthur Maratovich	<p>1. Maintaining the quality management system in accordance with the formulated policy;</p> <p>2. Carrying out validation/verification work as part of a group as:</p> <ul style="list-style-type: none"> - group leader; - validator/verifier; - technical expert; <p>3. Carrying out an inspection as part of a technical inspection group as:</p> <ul style="list-style-type: none"> - member of the technical verification group; - technical reviewer.
4. Chemical industry (No. 5)		
Expert in the field of environmental safety	Odemchuk Galina Vladimirovna	<p>1. Maintaining the quality management system in accordance with the formulated policy;</p> <p>2. Carrying out validation/verification work as part of a group as:</p> <ul style="list-style-type: none"> - group leader; - validator/verifier; - technical expert; <p>3. Carrying out an inspection as part of a technical inspection group as:</p>

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1	2	3
		- member of the technical verification group: - technical reviewer.
Expert in the field of environmental safety	Yuranets-Luzhaeva Regina Cheslavovna	1. Maintaining the quality management system in accordance with the formulated policy; 2. Carrying out validation/verification work as part of a group as: - group leader; - validator/verifier; - technical expert; 3. Carrying out an inspection as part of a technical inspection group as: - member of the technical verification group: - technical reviewer.
5. Fugitive emissions from fuels (solid, oil and gas) (No. 10)		
Head of Environmental Safety Department	Moryakova Marina Mikhailovna	1. Maintaining the quality management system in accordance with the formulated policy; 2. Carrying out validation/verification work as part of a group as: - group leader; - validator/verifier; - technical expert; 3. Carrying out an inspection as part of a technical inspection group as: - member of the technical verification group: - technical reviewer
Expert in the field of environmental safety	Panibratova Lyudmila Anatolievna	1. Maintaining the quality management system in accordance with the formulated policy; 2. Carrying out validation/verification work as part of a group as: - group leader; - validator/verifier; - technical expert; 3. Carrying out an inspection as part of a technical inspection group as: - member of the technical verification group: - technical reviewer.
6. Afforestation and reforestation (No. 14)		
Expert in the field of environmental safety	Panibratova Lyudmila	1. Maintaining the quality management system in accordance with the formulated policy;



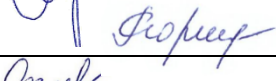

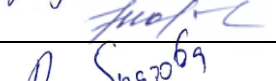
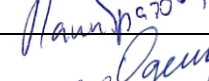
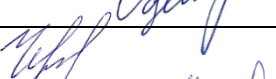

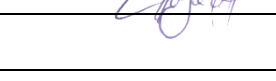
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1	2	3
	Anatolievna	<p>2. Carrying out validation/verification work as part of a group as:</p> <ul style="list-style-type: none"> - group leader; - validator/verifier; - technical expert; <p>3. Carrying out an inspection as part of a technical inspection group as:</p> <ul style="list-style-type: none"> - member of the technical verification group; - technical reviewer.
Expert in the field of environmental safety	Odemchuk Galina Vladimirovna	<p>1. Maintaining the quality management system in accordance with the formulated policy;</p> <p>2. Carrying out validation/verification work as part of a group as:</p> <ul style="list-style-type: none"> - group leader; - validator/verifier; - technical expert; <p>3. Carrying out an inspection as part of a technical inspection group as:</p> <ul style="list-style-type: none"> - member of the technical verification group; - technical reviewer.
Expert in the field of environmental safety	Abutalipov Arthur Maratovich	<p>1. Maintaining the quality management system in accordance with the formulated policy;</p> <p>2. Carrying out validation/verification work as part of a group as:</p> <ul style="list-style-type: none"> - group leader; - validator/verifier; - technical expert; <p>3. Carrying out an inspection as part of a technical inspection group as:</p> <ul style="list-style-type: none"> - member of the technical verification group; - technical reviewer.

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Reference list

I have read and accept the Authority Matrix:

No.	Last name, initials	Signature	date
1.	Kamaliyev D.S.		01.10.2023
2.	Akutin M.V.		01.10.2023
3.	Yuranets-Luzhaeva R.Ch.		01.10.2023
4.	Odemchuk G.V.		01.10.2023
5.	Moryakova M.M.		01.10.2023
6.	Panibratova L.A.		01.10.2023
7.	Odemchuk S.V.		01.10.2023
8.	Chernikova Yu.A.		01.10.2023
9.	Abutalipov A.M.		01.10.2023
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