

WENDY DA CRUZ
CONSULTANCY SERVICES

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CURRICULUM VITAE - Wendy da Cruz (nee Armstrong)



DATE OF BIRTH: 15 April 1963
IDENTITY NUMBER: 6304150027084
NATIONALITY: South African
MARITAL STATUS: Married December 1995
LANGUAGE: English
CONTENTS:

A Education

Primary, Secondary, Tertiary

B Employment History

Current Positions

Wendy da Cruz Consultancy Services (1999 - to date)

ISO DEVCO - CASCO Toolbox training

Energy Management System Expert – Training and Consulting and Auditing UNIDO/NCPC

Director Energy

Previous Positions

University of Zululand (1985)

Medical Research Council (1986)

Cookson Chemicals (PTY) LTD (1987 - 1990)

GUD Filters (PTY) LTD (1990/91)

SABS Management System Auditor and Certification Manager (QMS, EMS) (1991 - 1998)

QMS Consulting (PTY) LTD (1998 - 1999) QMS Consultant, Trainer and Lead Auditor

Carbon Check Contracted Quality Reviewer: (ISO 17021, ISO 14065 & UNFCCC – CDM0 (2009-2012)

PRICEWATERHOUSE COOPERS (PWC), Contracted Review Manager: ISO 17021

SAATCA Technical Management Board

C Appointments held (over past few years)

D Courses and qualifications

E Sports, hobbies and interests

PREPARED BY: Wendy da Cruz
DATE: 2021-01-23

A EDUCATION

- Tertiary:** University of Natal (Pietermaritzburg)
1983: B Sc. Biochemistry and Chemistry.
1984: B Sc. Honours. Biotechnology (Biochemistry and Microbiology)
Awarded Messina Development Company Bursary (1981 to 1984)
Awarded Science honours bursary by CSIR (1984)
University of Stellenbosch
1995 Certificate M Sc. Industrial Engineering.
- Secondary:** Hillview High School (Pretoria)
1980: Matriculated, Head Prefect, academic half-colours, first team hockey captain and hockey colours.
- Primary:** Victoria Primary (Port Elizabeth), Grade I and II
Capital Park Primary (Pretoria), Standard 1
Hercules Primary (Pretoria) Standard 2 to 5.
1975 - School prefect, 1971 to 1975 - Full attendance

B EMPLOYMENT HISTORY

CURRENT POSITIONS:

- Company:** **WENDY DA CRUZ CONSULTANCY SERVICES**
May 1999 to date
- Co. Profile:** Management consultancy, training and auditing.
Quality, Environmental, Energy Management, Laboratory accreditation.
Certificated to SABS ISO 9001 and ISO 14001, since 1999.
Services SETA provisional accreditation (SAQA) - No. SETQAA No. 0323 till 2006

Position: Sole Proprietor/Consultant

Management consultancy and training with respect to Quality Management Systems (ISO 9001), Energy Management (ISO 50001), Environmental Management Systems (ISO 14001), Laboratory Accreditation (ISO 17025), and OHSAS 18001 (as part of an integrated management system).

Current consultancy work:

Provision of consultancy, training and audit services ISO 9001, 14001, 50001 and OHSAS 18001 (as part of integrated management system only) – client reference list available on request.

ORGANISATION: UNIDO/NCPC-SA (2011 to date)

- Co. Profile:** United Nations Industrial Development Organization
Industrial energy efficiency improvement programme
- Position/contracts held:** **Energy Management System Expert** (National and International)
- Training resource: EnMS Expert programme training facilitator and implementation consultant for advanced end user and expert level
ISO 50001 Lead Auditor training facilitator
- Management system consulting – ISO 50001 Energy management systems. Example Johnson Matthey, Aerosud, Mogale Alloys, Umbilo Waste Water Treatment Works, Fry's Metals, G&W Minerals, Zimalco, Karob Plastics, Coca-Cola canners.
- ISO 50001 Auditing: Feltex Trim, Valpre, Johnson Matthey, Standard Bank GLC, Supreme Spring
- ISO 50001: UNIDO Expert – EnMS and ISO 50001 Lead Auditor, Consultant and Training Facilitator
- Global Energy Management Leadership Awards Program** – In 2016 appointed to serve as a Judge on the Awards Selection Committee for the global Energy Management Leadership Awards Program.
- Energy Professionals International, Inc (EPI)** In 2016 – appointed to the Board of Directors
- SANEDI** Specialist review panel member to assess submissions in terms of the regulations relating to Section 12I of the Income Tax Act, 1962, on the allowance for energy efficiency savings, (energy efficiency tax incentives).

ORGANISATION: SAATCA (Southern African Auditor and Training Certification Authority)

Co. Profile: Personnel certification, ISO 17024.
Position/s Held: EMS and Energy Scheme Committee
Evaluation Committee member

PREVIOUS POSITIONS:

ORGANISATION: ISO DEVCO (Geneva) CASCO Toolbox.

Co. Profile: International Organisation for Standardization, DEVCO
Position/contracts held: Training resource - ISO CASCO Toolbox, including ISO//IEC 17020, 17021, 17024, 17025, etc.

Company: UNIVERSITY OF ZULULAND
Period: January 1985 to July 1986 (18 months)
Company Profile: Teaching and research university.
Number of students: approximately 3 500.
Position: Biochemistry lecturer.

Job Outline:

Prepared lectures according to a set syllabus.
Lectured Biochemistry II and III.
Set and evaluated examination papers.
Organised laboratory practical classes.

How I feel I benefited from this position:

Lecturing at the University of Zululand increased my self-confidence in speaking publicly and dealing with people of all ranks and race groups.
Organising the practical lessons and preparing lectures consolidated my own university training and taught me to be methodical.

Company: MEDICAL RESEARCH COUNCIL OF SOUTH AFRICA (MRC)
Period: July 1986 to October 1987 (15 months)
Company Profile Research council for human diseases in a tropical environment.
Technologies - biochemical, microbiological and chemical.
Number of employees: approximately 50.

Position: Medical Researcher.

Job Outline:

Biochemical research of human parasitic diseases, predominantly immunology.
Specifically *amoebiasis* its transmittal in the environment and its detection using radioimmunoassays.

Company: COOKSON CHEMICALS (PTY) LTD
Period: March 1987 to July 1990 (3 years 3 months)
Company Profile: Manufacture of PVC stabilizers, lead based chemicals, anti-corrosive and flame retardant pigments.
Annual production: +/- 10 000 tonnes with work force of +/- 160.
Registered quality supplier in accordance with SABS ISO 9002 and NOSA Four star Rating.

Position: Quality Co-ordinator. Promoted to Management Representative for quality system 1988.

Job Outline:

Overall management responsibility for operation of QC Laboratory (comprising Supervisor, Instrument Technician, Senior analyst, three analysts and glassware cleaner) with activities including:
Product and raw material quality testing; Environmental monitoring of lead in accordance with UK legislation and the British holding company's requirements; Environmental monitoring of water and co-ordination of dust monitoring. Responsible for ensuring ongoing compliance of the quality system to SABS ISO 9002 and to Cookson Chemicals needs including internal audits and liaison with the SABS in the capacity of Management Representative.
Technical assistance to production and with ongoing project development.
Budget preparation and purchase approval for the Laboratory and Quality assurance departments.

Company: GUD FILTERS (AUTOMOTIVE)
Period: August 1990 to July 1991 (12 months)
Company Profile: Manufacture of automotive filters, (oil, air and fuel), for the local and export market.
Technologies: engineering workshops, assembly plants and chemical processes.
Annual production: 10 million filters with number of employees approximately 800.
Registered Quality Supplier to SABS ISO 9001.
Position: Process chemist.

Job Outline:

Management of Plastics Production department, comprising senior process operator, two process operators and process chemist assistant. Process efficiencies and control.
Process control of plastics in production of filters, trouble shooting and rubber component approval.
Control and issue of all specifications, manufacturing instructions and test methods related to chemicals, maintenance of SABS ISO 9001 standards within plastics production.
Assistance with product design and development as related to plastics and rubber and with trouble shooting in production.

Company: SABS (SOUTH AFRICAN BUREAU of STANDARDS)
Co. Profile: Management System Certification Body - ISO 17021.
Period: August 1991 to February 1998 (6.5 years)
Position: 1991 Quality system auditor - chemical technology.
1992 Senior auditor - chemical technology.
1993 Promoted to Section Head: Laboratory Accreditation.
Responsible for SABS 0259 Laboratory Accreditation scheme within chemical technology, including occupational hygiene and associated limited environmental monitoring.
1995 Promoted to Manager: Services Sector Certification,
Responsibilities: to manage SABS ISO 9001/2 certification within the services sector of Southern African industry.

Management assessment division comprising auditors (up to six) and clerk, and associated marketing, administrative and financial functions.
Managing, co-ordinating and conducting of ISO 9001/2 and ISO 14001 assessments and audits.
Mentoring and/or evaluation of trainee auditors in respect of ISO 9001/2 and ISO 14001.
Ensuring continued conformity to ISO Guide 62 (ISO 17021) for the Services certification division.

Company: QMS CONSULTING (PTY) LTD
March 1998 to May 1999 (14 months)
Co. Profile: Management consultancy and training.
Number of employees: approximately 20
Certificated to SABS ISO 9001.
Position: Managing Consultant.
Management consultancy with respect to Quality Management Systems (ISO 9001/2), Environmental Management Systems (ISO 14001), and Laboratory Accreditation (ISO Guide 25/ISO 17025).

ORGANISATION: PRICEWATERHOUSE COOPERS (PWC), ISO/IEC 17021 & UNFCCC.

Co. Profile: ISO 9001 and 14001 and OHSAS 18001 management system certification body.
DOE (to 2008 only)
Position/s Held: Review Manager and internal auditor - ISO 17021 (and DOE UNFCCC to 2008)

C APPOINTMENTS HELD (OVER PAST YEARS)

Previous appointments encompassing the past few years include:

- ISO CASCO - South African CASCO Mirror Technical Committee member (TC 18/003)
- ISO Energy Management – Member of South African Mirror ISO Technical Committee (TC 242)
- ISO Quality Management - Member of South African Mirror ISO Technical Committee (TC 176)
- ISO Environment Management - Member of South African Mirror ISO Technical Committee (TC 207)
- Director of SAATCA (Southern African Auditor and Training Certification Association).
- SANAS (South African Accreditation System) Advisory Forum (AF) and Certification STC (Specialist Technical Committee) and previous Board member of SANAS (South African National Accreditation System).
- Representative on SAACB (South African Association of Certification Bodies).
- SABS (Certification Body) Approvals Board for the SABS Environmental Management System certification scheme.

- PriceWaterhpuse Coopers (PWC) (Certification Body) Technical Review Manager and internal auditor Quality, Environmental and OHS Management System certification scheme.
- CARBON CHECK ISO 17021, ISO 14065 & UNFCCC - CDM Review Manager and internal auditor - ISO 17021, 14065 and DOE UNFCCC
- SAATCA - Technical Management Board – Chair and Vice Chair and Technical Director

D KEY COURSES AND QUALIFICATIONS (Listed chronologically only)

YEAR	COURSE/QUALIFICATION	DURATION	PRESENTER/PROVIDER
1988			
	Interaction management	2 days	Cookson Chemicals
	SABS ISO 9000 Assessors	Three weeks	SABS
1989			
	Lotus 123 literacy	2 days	Visual Ideas
	Plastics Technology	2 days	Cookson Chemicals
	Industrial Relations	2 days	Cookson Chemicals
	NOSA MBO	2 days	NOSA
1990			
	Project planning by CPM	3 days	PE Consultant Corporation
	City and Guilds Statistical Quality Control qualification		
1990/1			
	Rubber Technology course	6 months - Part time	Pretoria Technikon
1991			
	Registered SABS Quality System Auditor (Number A0112)		
1992			
	Registered SABS Quality System Senior Auditor (Number LA0112)		
	Registered SACCQA Lead Auditor to ISO 9001 (Number 0116)		
	Registered SABS 0259 (ISO Guide 25) Laboratory Accreditation Auditor (Number TLA0112)		
	Quality costing	One week	SABS
1995			
	Microsoft Access Beginners	One week	F Systems Technology
	Auditor Mentors course	3 days	SABS
1996			
	Louis Allen Management	Two weeks	SABS/Louis Allen
1997			
	ISO 14 000 Environmental Management Systems	One week	Arthur D. Little/SABS
1999			
	Registered SAACTA Verifying Auditor (Number 006)		
	HACCP Food Safety	2 days	Camden & Chorleywood/CSIR
	ISO 14001 Legal Requirements	One week	Africa Enviro. Solutions & SABS
	ISO GUIDE 25 - Medical		
	Laboratory Accreditation ISO 17025	One week	SANAS
2000			
	Registered SAATCA EMS lead auditor (Number EMS 001)		
	ISO 9001: 2000 Bridging	2 days	SABS
	Mass Calibration	2 days	NML/CSIR
2001			
	Interpretation of ISO 17025	1 day	SANAS
2003			
	ISO 9001: 2000 and process mapping to SANS 100555	2 days	SABS/Alastair Walker
2005			
	Process mapping & auditing	1 day	Rod Duarte, DCI
	ISO 14001: 2004 Changes	½ day	SABS

YEAR	COURSE/QUALIFICATION	DURATION	PRESENTER/PROVIDER
2006			
	OHSAS 18001- Understanding	1 day	InVeritas Academy (IGH GROUP)
	ISO 17021:2006	1 Day	SANAS
2007			
	Statistical Method Validation	3 days	Prof de Beer
2008			
	OHSAS 18001- bridging to 2007	1 day	SABS
	DOE/UNFCCC requirements	2 Days	PWC (Combined with review)
2009			
	ISO/IEC 17024	½ day	D.I. Muir
2010			
	Introduction to Energy Management	½ day	UNIDO and CSIR (Gershwin McLuur)
	Cleaner Development CDM Basics and Methodologies	1day1	Carbon Check (UNFCCC DOE)
2011			
	Energy Management Expert (including ISO 50001)	14 month programme	UNIDO and NCPC (Wynand van der Merwe)
	Conduct Outcomes based assessment	4 days	H.E.A.T Solutions (Services SETA arrangement)
	New Companies Act	½ day	SAATCA workshop
	Governance for Directors	½ day	ABI (DuArte)
	Governance for Directors – Role of Chair	½ day	ABI (DuArte)
2012			
	Energy management	3 days	UNIDO Energy / ISO 50001 Expert exam
	OHS Legislation update	½ day	SAATCA workshop
	ISO/IEC 17024:2012	3 days	ISO
	Introduction to steam optimization	1 day	UNIDO/NCPC-SA
	ISO 50001 Lead Auditor	5 days	UNIDO/NCPC (SAATCA)
2013			
	Compressor system optimization	2 day	UNIDO/NCPC-SA
	“Train the trainer” on Energy Management System	2 days	UNIDO/NCPC-SA
	Introduction to fan system optimization	1 day	UNIDO/NCPC-SA
2015			
	Life Cycle Management, Assessment & Water Foot printing	3 days	CSIR NCPC-SA
	Electric Motor system optimization	2 day	UNIDO/NCPC-SA
2016			
	ISO 9001:2015 and ISO 14001: 2015	SAATCA Registration	
	ETDP-SETA Facilitate Learning Unit Standard 117871		
2017			
	Certificate EnMS Improvement of energy performance	1 day	TUV SUD
2018			
	ETDP-SETA Conduct Outcomes based assessments and Facilitate Learning Unit Standard		
	ISO 45001 Occupational Health & Safety MS	1 day	BSI
	ISO 223012012 Business Continuity Management	1 day	BSI
2019			
	Certificate W da Cruz EnMS Revision ISO 50001 2018	1day	TUV SUD
	Resource Efficiency RECP Expert Certificate	4-day	NCPC

(Full CPD Log available upon request)

Language Proficiency: English and Afrikaans.
Driver’s License Code 08 held, with no endorsements.

E SPORTS, HOBBIES AND INTERESTS

Road running, including several Comrades marathons.
Swimming, including many Midmar Mile swims.
Travel and adventure, including climbing mount Kilimanjaro, once-off parachuting and snow skiing.
Horse and motorbike riding
Reading.