



# Quality Policy

The Company have established this quality policy to be consistent with the purpose and context of our organisation. It provides a framework for the setting and review of objectives in addition to our commitment to satisfy applicable customers', regulatory and legislative requirements as well as our commitment to continually improve our management system.

**Customer focus:** As an organisation we have made a commitment to understand our current and future customers' needs; meet their requirements and strive to exceed their expectations.

**Leadership:** The Top Management are committed to our Quality Management System (QMS) creating and maintaining a working environment in which people become fully involved in achieving our objectives and targets.

**Resources:** The Company through training and skill development of our employees, the sharing of knowledge and information and by management providing sufficient resources of both physical, technological and equipment to meet and achieve any challenges.

**Support:** Our Top Management provides support and encouragement to our management team to demonstrate their leadership as it applies to their areas of responsibility.

**Engagement of people:** We recognise that people are the essence of any good business and that their full involvement and support of the quality Management System enables their abilities to be used for mutual benefit.

**Process approach:** The Company understands that a desired result is achieved more efficiently when activities and related resources are managed as a process or series of interconnected processes.

**Improvement:** We are committed to achieving continual improvement across all aspects of our Quality Management System; it is one of our main annual objectives.

**Evidence-based decision making:** We are committed to only make decisions relating to our QMS following an analysis of relevant data from measurement monitoring of our processes and information.

**Relationship management:** The Company recognises that an organisation and the relationship it has with its external providers are interdependent and a mutually beneficial relationship enhances the ability of both to create value.

**Risk management:** We undertake risk management processes in all areas that may impact upon our Client's expectations, or our products and services.

Our policy is also to meet the requirements of other interested parties and in meeting our social, environmental, charitable, regulatory and legislative responsibilities.



We have produced quality objectives which relate to this policy and they can be found in document R03 Quality Objectives.

This policy is available/communicated to all interested parties as well as being made available to the wider community through publication on our Website and as determined by top management or upon request.

Authorised by: HUI LIN RUSSELL Position: MANAGING DIRECTOR

Date Approved: 31/10/2019 *HL Russell*