

	MANAGEMENT AND GOVERNANCE PROCESS	Date	28/08/2018
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QUALITY AND ENVIRONMENTAL POLICY STATEMENT

Introduction:

Reade Signs Ltd has been a designer, manufacturer and installer of signs, graphics and large format media since 1980. The organisation is a leading supplier to the house building industry and other sectors and prides itself on high quality products and services and takes its environmental responsibilities very seriously.

This policy covers all the operations carried out by Reade Signs Ltd. The company operates under an Integrated Management System (IMS) in accordance with the requirements of BS EN ISO 9001:2015 Quality Management Systems Requirements and BS EN ISO 14001:20015 Environmental Management Systems Requirements.

The Reade Signs Ltd Integrated Management System is available on the company intranet, which acts as the controlling version and contains the processes to ensuring compliance with the System.

This policy is communicated to all employees and to other persons working for the company and is made available to other external interested parties on request.

POLICY STATEMENT

The organisation has reviewed its commitment to caring for the environment and quality delivered to customers and defines its policies in relation to quality and the environment as:

- Reade Signs aims to satisfy customers expectations by providing them with quality products and services.
- To ensure that work entrusted to the Company is turned around effectively and efficiently in accordance with delivery dates specified at the outset.
- To provide training, instruction and supervision for all employees to ensure that all tasks are undertaken in a safe and environmentally controlled manner, whilst indicating the impact poor quality can have on its business.
- To provide a framework for the setting of quality and environmental objectives, whilst working towards the continuous improvement of our management system effectiveness.
- A commitment to the prevention of pollution.
- A commitment to comply with the required legislation relating to the Company's environment and health and safety issues and other applicable requirements.
- To raise environmental and quality awareness with employees, suppliers, sub-contractors, clients and the general public with whom it has contact, and the security of any personal property it comes into contact with.

Review by : IMS representative	Approved by : Andy Fergus – Smith – MD
Date: 28/08/2018	Date: 28/08/2018

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This policy is reviewed and aligned to the business strategy annually, assuring the organisation's commitment to quality, environment and health, safety of employees.

As the Managing Director, I am responsible together with the Management Team for ensuring that this policy is communicated to and understood by all the staff, also that it is periodically reviewed and updated to ensure continued compliance.

Signed By:



Date: 28th August 2018

Managing Director

Review by : IMS representative	Approved by : Andy Fergus – Smith – MD
Date: 28/08/2018	Date: 28/08/2018