



**INTERLINK SCAFFOLDING LTD.**

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## **QUALITY ASSURANCE POLICY**

### **STATEMENT OF GENERAL INTENTIONS**

It is the policy of the Company that a high standard of service and equipment will be provided and maintained at all of its workplaces. The Company believes that meeting the needs and expectations of our clients, including our contractual obligations in terms of cost, programme and safety, is fundamental to its business strategy of securing repeat business and long term partnerships.

Quality will be considered at all stages of carrying out the Company's works, from receipt of an enquiry, through planning the works, to erecting and dismantling scaffolding.

The Company is committed to continual monitoring and review of procedures, so that quality standards are maintained, and that all reasonable measures are taken to improve quality them.

Our general intentions are –

- To identify responsibilities for managing quality
- To consult with employees and clients on matters affecting quality
- To provide and maintain high quality plant and equipment
- To ensure employees are competent to do their tasks, and to give them adequate training
- To monitor working conditions, and ensure quality standards are met
- To review and revise this policy as necessary at regular intervals

Signature

A handwritten signature in blue ink, appearing to read 'S Keers', is written over a horizontal line.

Name

Shaun Keers

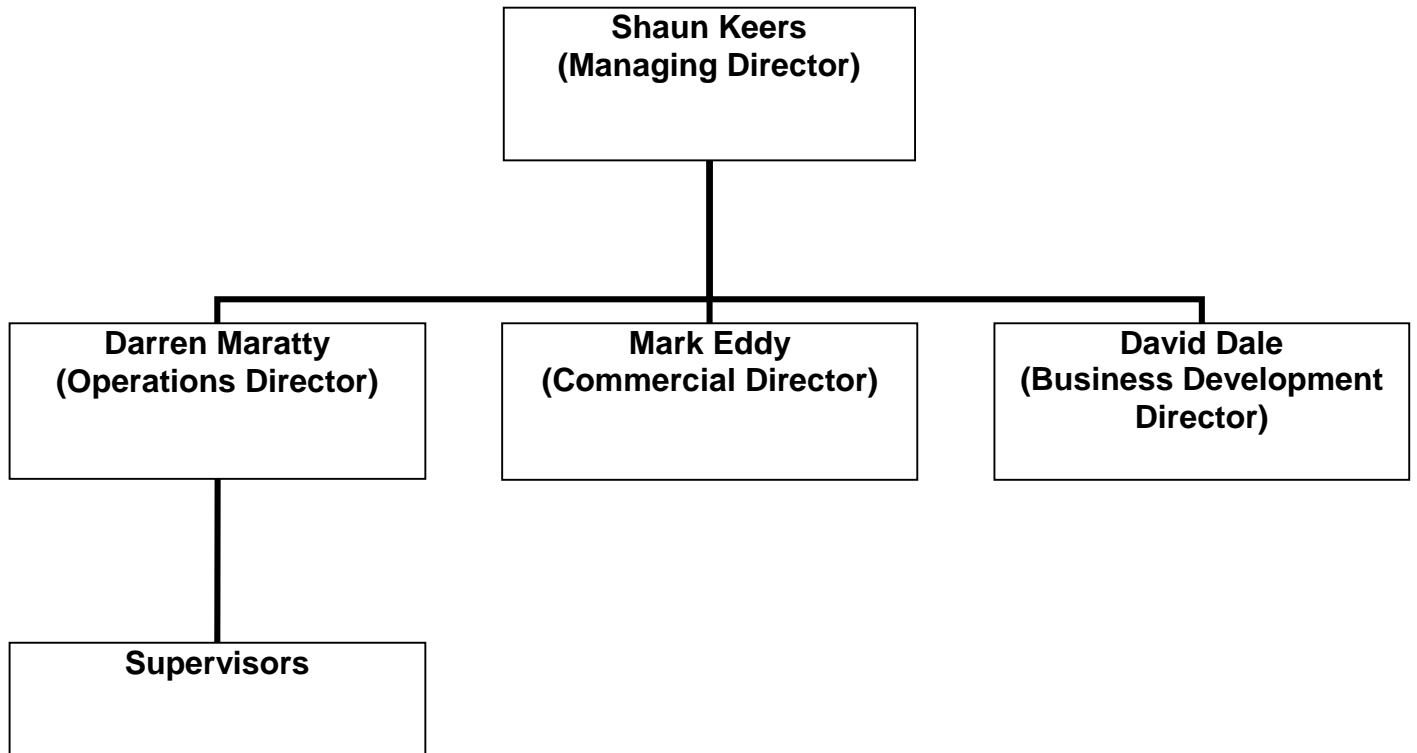
Title

Managing Director

Date

7 November 2008

## ORGANISATION



## RESPONSIBILITIES

Overall and final responsibility for quality is that of –

- Shaun Keers

Day to day responsibility for ensuring this policy is put into practice is delegated to –

- David Dale, Mark Eddy, Shaun Keers and Darren Maratty

To ensure that quality standards are maintained and improved, the following people have responsibility in the following areas –

Name	Responsibility
Darren Maratty	Sites
Shaun Keers	Yard
David Dale, Mark Eddy	Office

All employees are required to –

- Co-operate with directors, managers and supervisors on quality matters
- Take responsibility for the quality of their own work.
- Report all quality concerns to a responsible person (as detailed in this policy)

## **QUALITY MANAGEMENT SYSTEM**

The Company does not currently operate a documented system which meets the requirements of BS EN ISO 9001:2000. However, procedures are in place to ensure that works carried out meet the required quality standards of our clients. Where requested, the Company will implement the quality procedures of its clients / contractors.

Development of a quality management system is the responsibility of –

- Mark Eddy

## **CONSULTATION**

The Company will consult with its employees in relation to quality in accordance with the relevant statutory legislation and regulations, including the Information and Consultation of Employees Regulations 2004.

Consultation with employees is provided by –

- Consulting directly

## **PLANT AND EQUIPMENT**

The Company will ensure that plant and equipment is of suitable quality for the work activity. Where possible, plant and equipment purchased or hired by the Company will be to the quality standards required by relevant statutory legislation and regulations, standards and approved codes of practice, including –

- BS EN 12811-1:2003 (performance requirements and general design of scaffolds)
- BS EN 39:2001 (tubes)
- BS EN 74-1:2005 (couplers)
- BS 2482:1981 (boards)

Responsibility for checking that plant and equipment meets the required quality standards is that of –

- Darren Maratty (sites), Shaun Keers (yard)

## **COMPETENCY AND TRAINING**

The Company will ensure that its employees are competent to carry out their tasks in order to meet the required quality standards. The company is committed to ensuring its employees can prove their competence by providing the necessary training to obtain a skills card including –

- CISRS (Construction Industry Scaffolders Record Scheme)
- CSCS (Construction Skills Certification Scheme)
- IPAF (International Powered Access Federation)

Responsibility for providing training of the required quality standards is that of –

- Darren Maratty (sites), Shaun Keers (yard)

- **MONITORING**

The Company will monitor and review working conditions and standards at its workplaces in order to meet the required quality standards.

To check our working conditions and standards we will –

- Carry out monthly audits