

## Quality Policy

Founded in 1964, Kirby Group Engineering is an International multi-disciplinary Building Services Contracting Company whom specialises in Design and Management of Electrical, Mechanical, Civil, Structural installations, including Process, Instrumentation, Communications, Calibrations, Fire Protection, Transmission and Distribution Services.

The Managing Director has ultimate responsibility for formulating and implementing the Quality Policy. The Group Quality Manager is responsible for monitoring the operation of this policy. This Quality Policy Statement shall be reviewed annually at a Management Review meeting to ensure it remains in accordance with our current company strategy. Kirby Group Engineering is committed to Customer Satisfaction by;

- Establishing, documenting and maintaining Quality procedures to assist in compliance with this policy, relevant statutory legislation, ISO 9001: 2015 and/or other requirements relevant to our operations.
- Supplying the highest possible quality service, on time and at a satisfactory cost,
- Through the use of qualified trained personnel, working to standard operating procedures and using traceable reference standards.

In particular the company is committed to Continuous Improvements through the setting and monitoring of our targets and objectives. This includes but is not limited to the provision of adequate resources for use in areas of audit and non-conformance, the review of customer satisfaction and process effectiveness, and conducting periodic reviews.

Quality is the responsibility of everyone at work, and all employees including Managers and Supervisors must accept responsibility for Quality issues within their own control, as set out in this statement

The organisation and responsibilities for carrying out this Quality Policy are set out in the Company Quality Statement and our QA Team will provide advice and assistance in complying with this statement. This will be made available at all locations where we carry out our operations and to any interested parties.

Kirby Group Engineering is a Q Mark Standard certified company. The Q-Mark stands for excellence and a customer based approach. Values which are highly embraced by all at Kirby.

SIGNED:



Jimmy Kirby

Managing Director



Date: 09<sup>th</sup> January 2018