

Rimech Engineering Quality Assurance Policy

1. Purpose

This Quality Assurance Policy defines the standards and procedures through which Rimech Engineering ensures the highest quality of construction and project management services in accordance with industry best practices and regulatory requirements. The policy underscores our commitment to delivering projects that meet both our internal standards and client expectations.

2. Scope

This policy applies to all projects undertaken by Rimech Engineering, affecting all employees, contractors, and subcontractors involved in the delivery of services and products.

3. Policy Statement

Rimech Engineering is committed to maintaining the highest standards of quality in every aspect of our operations. We believe in continuous improvement, proactive problem-solving, and client-focused outcomes as the cornerstones of our quality assurance practices.

4. Quality Objectives

- To consistently deliver services that meet or exceed the requirements of our clients and stakeholders.
- To maintain compliance with all relevant industry standards, regulations, and legislation.
- To continuously improve the effectiveness of our quality management system.

5. Quality Management System (QMS)

- Implement and maintain a QMS that complies with international standards, including ISO 9001.
- Regularly review and update the QMS to adapt to new challenges and opportunities in the construction and mining sectors.

6. Client Requirements and Feedback

- Establish clear communication channels to capture client requirements and feedback effectively.
- Regularly engage with clients to ensure their needs are understood and met throughout the project lifecycle.

7. +1 Day Quality Reporting Process

- At the end of each day, all on-site workers are required to submit their data through our digital platforms, detailing the day's activities, incidents, and observations related to quality aspects of their work.
- Site supervisors compile these inputs into a visual quality report the following day. This report highlights achievements and areas needing attention and is crucial for real-time quality control and adjustment.
- The +1 Day Quality Report is used to update our internal project live planner and the client's systems, ensuring all stakeholders have the latest information on project progress and quality status.
- This process supports rapid response measures, allowing immediate corrective actions and ensuring continuous alignment with project quality objectives.

8. Documentation and Records

- Maintain comprehensive documentation for all quality assurance activities.
- Ensure that all records are stored securely and are accessible for review by authorized personnel.
- Use digital tools and systems to manage documents efficiently, supporting our goal of becoming a paperless company.

9. Quality Training and Competence

- Provide ongoing training to all employees on quality standards, policies, and procedures.
- Ensure that personnel are competent and empowered to identify and rectify quality-related issues.

10. Supplier and Contractor Quality Management

- Implement rigorous selection criteria and monitoring processes to ensure that all suppliers and contractors align with our quality standards.
- Conduct regular audits and reviews of supplier and contractor performance to ensure compliance with contractual quality requirements.

11. Audit and Review

- Conduct internal and external audits regularly to assess the effectiveness of the quality management system.

- Review policy and practice outcomes to identify areas for improvement and implement necessary changes.

12. Continuous Improvement

- Foster a culture of continuous improvement through feedback loops, training, and development initiatives.
- Utilize advanced analytics and quality control technologies to enhance decision-making and operational efficiency.

13. Responsibilities

- The Quality Assurance Manager is responsible for overseeing the implementation and maintenance of this policy.
- Project Managers are accountable for integrating quality practices into their project delivery.
- All employees and contractors must adhere to the defined quality standards and actively participate in quality improvement activities.

End Of Document

Approved by: Brian Duignan

Effective from 04th January 2024

