

INTEGRATED MANAGEMENT SYSTEM (IMS) POLICY

Marlowe SRC Division (the 'Organisation') aims to provide defect free products and services to its customers on time and within budget. The Organisation operates an IMS that has gained BS EN ISO 9001/14001/45001 certification, including aspects specific to the provision of risk management consultancy services. The organisation is aware of its responsibilities relating to OH&S matters and recognises the importance of environmental protection and is committed to operating its business responsibly and in fulfilment of its compliance obligations relating to the provision of risk management consultancy services. It is the Organisations' declared policy to operate with and to maintain good relations with all regulatory bodies.

It is our policy to ensure, so far as is reasonably practicable, the safety of all employees and any other persons who may be directly affected by the activities of the Company.

The management is committed to:

1. Develop and improve the IMS.
2. Continually improve the effectiveness of the IMS.
3. The enhancement of customer satisfaction.
4. Assess and regularly re-assess the environmental effects of the Organisations' activities.
5. Training of employees in environmental/safety/quality issues.
6. Minimise the production of waste.
7. Minimise material wastage.
8. Minimise energy wastage.
9. Promote the use of recyclable and renewable materials.
10. Prevent pollution in all its forms.
11. Minimise the impact to the general public and employees from operations and activities undertaken by the Organisation.

The management has a continuing commitment to:

1. Ensure that customer needs and expectations are determined and fulfilled with the aim of achieving customer satisfaction.
2. Communicate throughout the Organisation the importance of meeting customer needs and all relevant statutory and regulatory requirements.
3. Establish the IMS Policy and to set appropriate objectives at relevant functions, levels and processes. The main objective as an organisation being the Organisation aims to provide defect free products and services on time and within budget.
4. Ensure that the Management Reviews set and review the IMS objectives, and report on the internal audit results as a means of monitoring and measuring the processes and the effectiveness of the IMS.
5. Ensure the availability of suitable resources.
6. Ensuring that the IMS achieves its intended outcomes.
7. Directing and supporting persons to contribute to the effectiveness of the IMS.
8. Promoting continual improvement
9. Supporting other relevant management roles to demonstrate their leadership as it applies to their areas of responsibility.

- 10. Establish and maintain a safe and healthy working environment.
- 11. Ensure that significant risks arising from work activities under our control are eliminated or adequately controlled.
- 12. Develop and implement appropriate occupational Health & Safety procedures, and safe working practices.
- 13. Include the management of Health & Safety as a specific responsibility of managers at all levels.
- 14. Ensure this policy is understood and implemented throughout the organisation.
- 15. Involve employees in Health & Safety decisions through consultation and co-operation.
- 16. Maintain workplaces under our control in a condition that is safe and without risk to health.
- 17. Provide sufficient information, instruction and supervision to enable all employees to avoid hazards and contribute to their own Health & Safety at Work and that staff are competent to complete their tasks.

The structure of the IMS is defined in the IMS Manual.

All personnel understand the requirements of this Policy and abide with the contents of the IMS Manual. The Organisation constantly monitors its performance and implements improvements when appropriate.

This Policy is regularly reviewed in order to ensure its continuing suitability.

Copies of this Policy are made available to all members of staff and to relevant interested parties on request. Copies of the minutes of Management Reviews, or extracts thereof, are provided to individual members of staff in accordance with their role and responsibilities as a means of communicating the effectiveness of the IMS.

Date of Issue: Jan 2024	Signed: <i>B Shorrock</i>
Date of Next Review: Jan 2025	Print Name: B Shorrock