



# Quality Policy

Pre-Met Limited is dedicated to achieving customer satisfaction by striving to ensure that products are, without exception, delivered on time and defect free.

Pre-Met are committed to:

- Deliver innovative products and services through world-class quality solutions.
- Maintain the highest quality and delivery levels through continuous process improvement together with a zero defect culture.
- Understand and actively support our customers in the achievement of their goals and ambitions.
- Continually improve our Business Management Systems, minimising risk and ensuring their effectiveness, whilst retaining full statutory, regulatory, certification body and customer compliance.
- Meet or exceed company objectives defined within the business plan.
- Develop staff competencies, creativity, empowerment and accountability through appropriate development programs and demonstrate effective management involvement and commitment

**Authorised by:** Steve Haynes  
**Position:** Managing Director

**Signature:**

**Date of Approval:** 15<sup>th</sup> August 2017

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# Environmental Policy

Pre-Met specialises in pressed metal components for organisations large or small to local and international clients.

The company recognises its actual and potential impact on the environment and is committed to the effective management, monitoring and control of all operations through an environmental management system in accordance with the requirements of ISO 14001.

The company is committed to:

- prevent pollution and nuisance
- comply with relevant environmental legislation and other requirements
- reduce the production of waste, encouraging wherever possible recycling and manage the effective disposal of waste through approved agencies
- minimise the actual and potential environmental impacts associated with our activities
- minimise emissions to air
- evaluate environmental impacts when considering new plant, equipment or processes
- continual improvement through setting objectives and targets to address significant aspects;
- encourage company-wide involvement by providing training to all staff on environmental issues and by providing opportunities for staff to contribute to environmental improvements

Pre-Met will achieve this through appropriate actions, including working pro-actively with employees, customers, neighbours, contractors and other interested parties.

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# Health and Safety Policy

The Pre-Met management team recognises and accepts its responsibility to provide a working environment which is, as far as is reasonably practical, free from the risk of injury or harmful to the health of both its employees, visitors and the general public.

This is achieved by:

- The prevention of accidents and cases of work-related ill health by managing health and safety risks in the workplace.
- Providing clear instructions and information, and adequate training, to ensure employees are competent to carry out their work safely.
- Prevention of accidents and cases of work-related ill health by managing the health and safety risks within the workplace
- Engaging and consulting with employees regularly on health and safety conditions
- Implementation of emergency procedures – evacuation in case of fire or other significant incident
- Maintaining safe and healthy working conditions, providing and maintaining plant, equipment and machinery, and ensuring safe storage and use of substances

The promotion of health and safety is regarded as the mutual responsibility of management and employees throughout the company. The business policy has, as one of its primary tenets, that health, safety and production are mutually supportive and as such are coordinated and controlled by the process owner in each area.

Responsibilities of employees relating to this policy are detailed in the company’s Health and Safety manual. It is expected that those employees who have been given specific duties to implement this policy will discharge them diligently.

**Authorised by:** Steve Haynes  
**Position:** Managing Director

**Signature:**

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