

Title: Quality Policy Statement



Quality Policy Statement

Title: Quality Policy Statement

Wordsworth EXCAVATIONS

Wordsworth Excavations is committed to continually improving quality performance whilst supporting our strategic direction and consistently meeting our customers' requirements as to the quality of product, service, provision of earthwork and excavation services.


The scope for Wordsworth Excavations Quality Management System is provision of excavation and earthwork services to the construction industry including provision of road haulage.

The company aligns processes to achieve compliance with these commitments by implementing and maintaining a Business Management System (BMS), forming an integral part of the company's business strategy and designed to meet the requirements of BS EN ISO 9001:2015:

The company is committed to proactively:

- Establishing and fulfilling customer requirements via contractual agreement and project drawings to provide an effective and efficient earthwork and excavation service
- Conducting business in such a manner to fulfil and satisfy legal and other requirements by complying with all applicable (current and anticipated) statutory, regulatory, awarding organisation and other requirements
 - Setting SMART objectives and targets that are monitored regularly to assess improvements in Quality performance
- Assessing business risks associated with our work activities, taking the proactive approach to eliminate and reduce risk by implementing control measures to ensure, so far as is reasonably practicable:
 - The needs and expectations of our customers and other interested parties are met
 - Activities are managed in line with best practice to reduce risks.
 - Adequate information, instruction, training and supervision is provided ensuring the safety of employees, customers and others
- Raising the awareness of all our employees in order that the benefits of meeting Quality Objectives are understood
- Ensuring all employees are made aware of and understand the Quality policy, procedures and supporting documentation, through training and provision of information. Compliance is confirmed as a result of formal internal audits and at management review, which is conducted at least once a year.
- Strive to continuously improve our systems and procedures through conducting internal audits to ensure our Quality Management System remains effective and fit for purpose.

This policy is publicly available as documented information to all interested parties, as appropriate. It has been communicated to understanding and applied throughout the company and is reviewed periodically (at least annually).

Name	Thomas Wordsworth	Date	28.08.19
Title	Managing Director	Signature	

Title: Quality Policy Statement

Approval, Retention and Issue Details

Document available as read only from the following location:

T:Drive/BUSINESS MANAGEMENT SYSTEM/01 Policies

Review Frequency:

Every 12 months unless statutory, audit, incident or non-compliance require otherwise.

Retention: Controlled printed copies destroyed when superseded. Electronic copy held for 5 years unless statutory required or contractually requested to hold beyond this period.

Issue	Details	Author	Approval	Date
1	Initial Issue	S Darbyshire	TW/KGJ	28.08.19