


<b>Policy Title</b>	Quality Policy Statement	<b>Policy No.</b>	QPS
<b>Document Owner</b>	HSE Director, Science and Commercial	<b>Document Manager</b>	Head of Quality and Business Assurance
<b>Objective</b>	To manage an effective Quality Management System (QMS) enabling Science Division to deliver projects safely, to time, cost and quality in a consistent manner.		
<b>Scope</b>	All services, scientific and technological advice commissioned to be delivered by Science Division.		
<b>Full Policy Statement</b>	<p>We operate a QMS in accordance with the ISO 9001 Standard (certified by a UKAS-accredited Certification Body) with a clearly defined scope to ensure that our business is conducted in line with the objective and scope of this policy. Our overall aims, objectives and targets are reviewed annually and documented.</p> <p>Where applicable, areas of our work are appropriately accredited e.g. UKAS, and we will maintain and extend accreditation in keeping with evolving customer requirements. Where relevant we participate in interlaboratory proficiency schemes to maintain our performance standards.</p> <p>We provide continuous development for our staff in line with business needs.</p> <p>I have overall responsibility for the Quality Management System. Responsibilities for the implementation, review and improvement of the system are specified in the appropriate processes.</p> <p>Staff have a responsibility to familiarise themselves with this policy and all other relevant policies and procedures that are specific to their role. Staff input to the continuous improvement of our business services and the Quality Management System is a vital contribution to this policy.</p>  <p>Karen Russ, HSE Director, Science and Commercial</p>		

#### Document Revision Details (Previous 3 revisions (as a minimum))

Revision	Date	Revision Details	Review Date
7	05.06.17	Changes made to reflect revised structure and current practices of the Science Division.	31.05.18
8	14.06.18	Annual revision	31.05.19
9	17.06.19	Annual revisions. Change of scope and objective to be more succinct. Change of manager to Head of Quality and Business Assurance.	31.05.20