



PORTLAND STONE LTD

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Quality Management Policy Statement

The Managing Director has overall responsibility for implementing the Quality Policy, but the application and promotion of quality management and this Policy is the responsibility of management and supervision within Portland Stone Limited (PSL).

It is the policy of Portland Stone Limited to:

- Provide a service to our clients, which consistently meets or exceeds their requirements.
- Maintain a programme of continual improvement.

To meet the Policy requirements, PSL have set the following objectives:

- Minimise the frequency of non-conformances.
- Communicate to all employees their individual quality management obligations.
- Maintain a training programme for all PSL personnel
- Ensure that adequate, cost effective, resources are provided
- Ensure the Policy is documented, implemented, and maintained and is available to interested parties
- Review the Policy periodically to ensure it continues to be relevant and appropriate to the organisation
- Always operate in accordance with the requirements of the Management System
- Develop mutually beneficial long-term relationships with reliable clients, subcontractors, and suppliers

To meet the objectives laid down and to ensure compliance with the Policy, PSL will maintain a documented system including:

- Duties and responsibilities of key personnel.
- Specific procedures and documents for the works undertaken.
- Undertake audits and inspections of the works activities.
- Periodically review the Management System and issue written information on the reviews undertaken.
- Implement management programmes for improvements based upon the reviews undertaken.
- Periodically review and document the resources required to meet the organisations objectives
- Communicate with management, supervision, workers, and Sub Contractors on quality issues via: Training/briefing sessions, team meetings, induction talks, toolbox talks & written notices and information.

Employees and workers:

- Will undertake work allocated to them in a professional manner in accordance with written or verbal instructions issued by PSL supervision and management.
- Will co-operate with any PSL business improvement programme, such as training and audits.

Managing Director

December 2021