

EBM050: EMCEL QUALITY POLICY

EMCEL Filters Limited has been a successful private company since its formation in 1957. The Company continues to endeavour to ensure that its products and services are always of the highest possible standard. This promotes and maintains customer satisfaction, strong working relationships, improves brand awareness and allows for the continued development of the business.

The Company holds the following quality assurance registration:-

EMCEL Filters Ltd is registered with the British Standards Institute and Certified to ISO 9001:2015

As a leading UK supplier of air filtration and purification solutions, it is the policy of the Company to provide customers with first-class products and laboratory services which meet both the Company's and the customer's contractual specifications.

These goals will be achieved by adherence to EMCEL Filters *QMS001 - Quality Management System Manual* which defines the organisation as well as operating in accordance with the Company processes and procedures which form our quality management system. These systems are in place to ensure we operate to and satisfy the requirements of ISO 9001.

The purpose of the Manual is to describe how the policy is implemented and maintained, and to give instruction and/or guidance to employees, at all levels in the organisation, who individually share the responsibility of providing products and service of the highest quality. Adherence to the Manual, Process and Procedural requirements stated in EMCEL's documentation is mandatory.

Business quality objectives will be set as a function of the management review meetings and are reviewed at regular intervals. Our aim is to maintain continuous improvement of our business processes and customer satisfaction. To ensure employee awareness, current quality objectives are displayed on the QA notice board.

The Company publishes this Manual in the knowledge that the quality of its products, and service and its good name depends on the everyday actions of those in its employment. All personnel have the authority to work within the scope of their responsibilities.

The ultimate responsibility for the quality of the products and services provided by the Company rests with the Managing Director. In recognising the importance of quality assurance to EMCEL's daily operations, the company has appointed a dedicated management representative (the Quality Manager) who has the responsibility for all matters pertaining to quality systems. The quality management system is routinely reviewed by EMCEL's senior management team to ensure it is functioning correctly and helping to drive continuous improvement of business operations and the quality standards of our products and services. We actively encourage risk awareness throughout the business, at all operational levels and with this in mind promote due diligence with all EMCEL employees.

It is a condition of employment that all personnel follow agreed quality processes and procedures at all times.

Everyone associated with EMCEL Filters Limited will be supported according to their individual needs for personal development, training and facilities.

As Chief Executive of the Company I endorse the system as defined in the *QMS001 – Quality Management System Manual* as being a representation of our Company quality system and would encourage any suggestions which may lead to the improvement in the quality of our work in alignment with our stance on driving continuous improvement across the board.

To ensure continuing suitability of this quality policy as well as EMCEL's Business and Quality Objectives, they are reviewed bi-annually by the top management of EMCEL Filters Ltd as part of the *EMCEL QAP029 - Management Review Procedure*.

Signed on behalf of EMCEL Filters

Mr C.V. Marshall

Managing Director
EMCEL Filters Limited

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