

This policy recognises that Marine Civil Contractors Pty Ltd is committed to and responsible for the continual improvement of its Quality Management System to ensure effectiveness and compliance with current standards.

To meet the objectives of this policy, MCC is committed to ensuring that all levels of management and employees have clearly defined responsibilities to ensure continued compliance with Quality Management Standards.

MCC will achieve continual improvement by:

- Reviewing its policies and procedures in consultation with its employees
- Ensuring the availability of resources and information necessary to support the operation, the monitoring and review of these processes
- Management representatives reporting quarterly to ensure the continued suitability and effectiveness of the current Quality Management System (review records shall be retained)
- Ensuring customer feedback is obtained and corrective action (where applicable) is actioned with clear and defined responsibilities assigned to the appropriate manager
- Ensure employees are competent and have relevant qualifications appropriate to the task being performed

Managers and Supervisors must ensure:

- Effective communication and implementation of this policy throughout the company
- Results of any audits/corrective actions are communicated throughout the company
- Employees are aware of the relevance and importance of their contribution to the task being performed and how this helps in achieving the company's quality objectives

Employees:

- Must follow procedures for the task being performed to ensure consistency and conformity
- Must inform their Manager/Supervisor of any non-conforming works to ensure appropriate corrective action can be taken

Management seeks full co-operation from **all** employees in achieving our Quality Assurance objectives and targets.



Robert Jackson

CEO

Dated: 15/01/2024



John Jackson

Director



Jon Coomber

General Manager