



## Quality Policy

Novograp Ltd is an Employee Owned business and as shareholders we believe passionately in our product and service offering, delivering "Brand Realization Services" to all our clients. Our commitment to be the best and continuously improve is driven by rigorous business objectives that are clearly communicated to all members of staff.

To fulfil these policy objectives, we will:

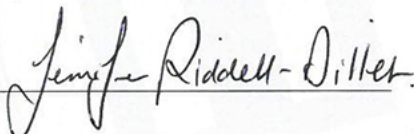
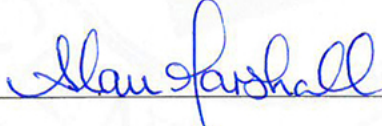
1. Define, document and maintain a system committed to producing objective evidence of compliance to ISO 9001:2015 standard.
2. Senior Management will review and manage business risk both internally and externally.
3. Delegate a Quality Management Representative with the responsibility and power to implement and maintain the system.
4. Ensure on-going communication with our Suppliers, Employees and Customers. Novograp will also endeavour to develop our sub-contractors ensuring all legislative and other requirements are maintained.
5. Make the operation of the Quality Management System the mandatory responsibility of every person within the organization.
6. Establish and review Quality Objectives at regular intervals, through management review and departmental meetings.
7. Actively assess Customers, their suitability and their needs.
8. Commitment to continually improve the effectiveness of our Quality Management System, its processes, procedures and training methodology along with customer service.

The Managing Director, Board of Directors, Trustee Directors and senior management team are fully committed to this Quality Policy and its implementation throughout the business.

The Policy will be reviewed on a yearly basis to assess its continuing suitability to the business objectives.

Our Quality Policy is posted on notice boards throughout the organization and is also available to the public and interested parties on the company website.

The following are signatories to this policy statement:

TITLE	SIGNATURE	DATE
Managing Director Jennifer R. Dillet		30 JAN 2018
Quality Management Representative		30/1/18