

## Appendix A Policy Statement

It is the policy of Innova Design and Build limited to meet customer requirements and enhance their satisfaction with our products and overall service by operating all our processes under controlled conditions.

This policy is deployed through our quality management system that has been established, documented and implemented to fully conform to ISO 9001:2015 & AS9100 Rev D and customer-specific, applicable law and regulatory requirements as they apply to our products and services.

The system is maintained and continually improved through the setting, monitoring and reviewing of our quality objectives, data analysis, internal auditing, disciplined problem solving, corrective and preventive actions, physical and human resource requirements, and management review. Changes in the governing standards and regulatory/contractual requirements are assessed and incorporated on an on-going basis.

Personnel are provided with instruction to assure their understanding of the company quality policy and training/coaching to enable them to competently carry out their work. They are given access to quality management system documentation and are made aware of relevant procedures and/or job instructions. They are motivated to understand and achieve quality objectives, to make continual improvements, and to appreciate the consequences for the customer of any non-conformity to quality requirements. The necessary infrastructure and work environment is provided and maintained to ensure conformity to product, regulatory and law requirements, also ethical behaviour is maintained through the business and available to all interested parties.

Our quality policy and quality management system have been established by our top management and are subject to regular management review to guarantee continuing suitability, efficiency and effectiveness. The policy is communicated throughout our organization and all interested parties along with the importance of meeting statutory and regulatory requirements.

Customer confidentiality is assured always in accordance with contractual agreements, this includes, but is not limited to products and/or projects that are under development and any related product information, including intellectual properties that may be supplied within the requirements of the contract

Signed:

Hugh Watson

Managing Director

01/02/2018

*Signature on file*