

## QUALITY POLICY

S SHEARD & SON LTD (T/A Sheard Packaging, Heath Recycling and Sheard Security) recognises the need for continual improvement of the products, services offered and the Health, Safety and Welfare of all personnel working on or visiting our premises.

To achieve these aims the company has been assessed to BS EN ISO 9001, BS EN ISO 14001 and BRC issue 5 (basic hygiene category) standards. We have also included the principles of BS OHSAS 18001 into our total management system. This policy has been established to meet the requirements of the ISO 9001 standard.

The business activities involve:

- Design manufacture and supply of cartons, plain and printed
- Supply of packaging materials
- Collection and destruction of material through the Security Shredding Department
- The collection / processing and resale of waste through the Heath Recycling Department

Our Quality Policy demonstrates commitment to delivering products, processes and services that always fulfil the expectations of our customers, society and the environment by employing the following principles:

1. Leadership

Our top management will provide direction to the organisation by demonstrating their leadership, commitment and active involvement in developing, implementing and managing the company's Management Systems.

2. Customer Satisfaction

We will enhance customer satisfaction through excellent product quality and on time delivery.

Identify and comply with requirements from our Customers and Stakeholders.

Comply with all relevant clauses of the BS EN ISO 9001, BS EN ISO 14000, and BRC issue 5 (basic hygiene category) standards.

3. Compliance of Legal & Other Requirements

We will abide by and comply with all the applicable laws, regulations, policies, standards and code of practices related to quality, environment, and health & safety.

4. People & Resources

Advocate employee involvement in all quality related matters, providing suitable training and supporting all employees with regard to the Quality Policy. Ensure that any persons working on our behalf are made aware of and agree to comply with this policy. Have adequate resources to ensure the effectiveness of the Management Systems is continually improved.

5. Continual Improvement

We will continuously seek opportunities to improve the QEHS performance of the company by setting annual QEHS objectives, implementing action plans, measuring performance and reviewing these on an annual basis.

As a company we are proud of our success in using these standards to achieve the desired objectives of maintaining and improving our procedures and policies throughout all areas of the company.

We therefore actively encourage every employee's commitment and involvement in implementing processes that will enable us to use the standards and procedures as a major tool for continual business, quality, environmental, and health & safety improvements.

Lee Shackleton  
 Managing Director

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