

## 8.0 Quality Policy Statement

DATA HQ LTD, is committed to a policy of Quality Management, which is achieved through the implementation of a Quality Management System which complies with the requirements of ISO 9001: 2008.

In fulfilment of this, the Company Quality Policy is directed towards achieving the following objectives:

- Providing current and prospective customers with a high level of confidence in services supplied that will consistently comply with agreed specifications.
- Provide products that meets or exceeds our customer's expectations.
- Ensure that contracts are carried out within agreed timing parameters.
- Be totally committed to a process of continual improvement and satisfy applicable requirements.
- Provide all personnel with the necessary equipment and supporting services to perform their tasks in a professional efficient manner.
- Measure its performance against these objectives through defined Key Performance Indicators.
- Maintain a profitable operation to establish our competitive position in the market place.
- Ensure all personnel work in a healthy and safe environment.

Signed            Tim Holt

Date 13<sup>th</sup> July 2017

Managing Director

Review Date: April 2018

Document Ref	Version	Date	Approved By	Page
D HQ-0000 Apx 1	2	09/06/14	DIRECTOR	1 of 2

**10. Business Plan**

The Business Plan in place at DATA HQ LTD is used to map out the company's future objectives, intended growth and direction. Included with this are short, medium and long term planning requirements.

The content of the plan is aligned to the strategic requirements of the business and therefore will vary slightly each year.

The objectives are established by benchmarking against industry leaders, where possible and practical, and by devising methods of fulfilling customer's expectations.

The business plan is controlled in such a manner that only the current revision is in circulation and that is only available to the relevant people.

Signed: \_\_\_\_\_ Tim Holt \_\_\_\_\_ Date: 13<sup>th</sup> July 2017

Managing Director

Next Review Date: April 2018

Document Ref	Version	Date	Approved By	Page
D HQ-0000 Apdx 1	2	09/06/14	DIRECTOR	2 of 2