



**Company Standard**

**Quality Management System**

**Quality Policy**

**Yuzhno-Sakhalinsk**

**2017**

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## Quality Management System

### Quality Policy

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Valid from 2017/02/10

#### 1. Scope of application

This standard defines requirements for setting company's Quality Policy. These requirements include goals, principles and obligations related to quality and are reflected in the company's Policy declaration.

#### 2. Main goals of Quality Policy

- 2.1 Ensuring the company's leadership among design and construction companies in design and construction of buildings and facilities with I and II criticality rating through
  - full compliance with client's requirements;
  - development of advanced projects that implement cutting-edge technical solutions.
- 2.2 Ensuring the competitiveness of the company's products via
  - compliance with client's requirements and mitigation of client's risks while fully complying with all requirements of applicable and valid regulatory acts;
  - obligation to use allocated financial and other resources effectively;
  - improving efficiency of product (including specialty vehicles) quality assurance measures, during product life cycle and preventing deviations from set requirements;
  - prolongation of structures' service life through usage of up-to-date anti-corrosion methods.
- 2.3 Ensuring qualified technical and design supervision for construction of buildings and facilities, conducting inspections and industrial safety assessments of structures in operating facilities to prolong their service life.
- 2.4 Offering facilities on a turn-key basis to the client.
- 2.5 Marketing development.
- 2.6 Improvement of information management within company activities.
- 2.7 Improvement of company structure.
- 2.8 Constant improvement of Quality Management System in compliance with GOST R ISO 9001-2015.

#### 3. Quality Policy principles

- 3.1 Elicit the development of documentation which complies with valid acts, rules and individual client requirements. The documentation must be competitive to allow the company to successfully participate in contract tendering procedures.
- 3.2 Arrange work in a way that provides for perspective development plans for the area where facility construction or modernization takes place.
- 3.3 Study client requests and forecast possible future requests.
- 3.4 Using organizational structure, motivate management and specialists to develop professionally on a regular basis. Certify key employees and continuously improve their qualifications.
- 3.5 Elicit mutual understanding between employees from different departments of the company, establish cooperation, trust and mutual assistance in interdepartmental relationship.
- 3.6 Elicit employees' material interest and provide comfortable work and rest conditions.

- 3.7 Provide employees with work places that are equipped on an up-to-date level and office appliances, computerize the processes of documentation development and issue.
- 3.8 Build strong company reputation and advertise the quality of the company's products and services on the efforts of every company employee under constant managerial supervision.

#### **4. Management's responsibilities related to quality**

- 4.1 Management of the company's QMS is performed by General Director who defines the company's Quality Policy and is fully responsible for the quality of the company's products and services.
- 4.2 Implementation of quality-related activities is performed under supervision and management of General Director deputy appointed responsible for QMS. Among other things, the deputy is responsible for
  - notifying all employees of Quality Policy and ensuring their acknowledgement and understanding of it;
  - arrangement of development, implementation, operation and improvement of product QMS;
  - technical and organizational interaction between company departments responsible for insurance of appropriate product quality on all production stages;
  - conducting yearly QMS audits, development of corrective and preventive actions against production of inappropriate quality;
  - interaction on behalf of company with clients, consumers, government regulatory bodies regarding quality.
- 4.3 Within their scopes of power, heads of all departments are responsible for
  - technical and economical quality level of the product;
  - identification of any quality defects, analyzing their causes and arranging activities to address them;
  - ensuring corrective actions towards products of unsatisfactory quality are taken, even after the products have been transferred to the client.
- 4.4 Quality Policy must be regularly edited to adapt to changing market conditions and reflect new requirements the company's management sets for company QMS.