

Quality Management Policy Statement

Scantek is focused on the ongoing development of its people and implementing a culture that fosters a continuous improvement environment. This will be achieved by encouraging our people to take ownership of work practices, pride in their work and responsibility for the results.

We are committed to achieving this by:

- Complying with ISO 9001 and applicable statutory obligations, standards and codes of practices relevant to the services we provide
- Working collaboratively with our clients to satisfy their expectations and agreed contractual requirements in a professional and cost-effective manner
- Ensuring all work activities are carried out by skilled, competent and suitably trained people empowered to deliver quality services
- Educating and training our people to continually improve skills, awareness and knowledge of quality issues and practices
- Ensuring quality requirements are understood and met in the first instance eliminating the need for re- work
- Encouraging employee participation in quality related decisions and promoting knowledge exchange about lessons learnt
- Establishing, evaluating and acting upon quality objectives and performance targets to facilitate continuous improvement in systems, processes and performance
- Analysing and responding to our performance against our targets to ensure we continually improve our practices and our performance

Signed: _____



Ches Rafferty
Managing Director

Date: 02/12/2024

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Environmental Management Policy Statement

Scantek is committed to leading the industry in minimising the impact of its activities on the environment. We will strive for continual improvement of its environmental performance through systematic management practice.

We are committed to achieving this by:

- Comply with the requirements of ISO 14001 and other relevant Environmental legislations and obligations.
- Minimise waste by evaluating operations and ensuring they are as efficient as possible
- Actively promote recycling both internally and amongst its customers and suppliers
- Protecting the environment by following and improving our processes and systems.
- Meet or exceed all the environmental legislation that relates to Scantek
- Use an accredited program to offset the greenhouse gas emissions generated by our activities.
- Manage our diverse activities to prevent or minimise pollution and impacts on air, water, land, flora, fauna and cultural and heritage values.
- Strive to improve resource consumption efficiency and minimise waste generation in our Services.
- Investigate and implement mutually beneficial programs of environmental management with interested parties.

Signed: _____  _____

Ches Rafferty
Managing Director

Date: 02/12/2024

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Safety Management Policy Statement

Scantek recognises its moral and legal responsibilities under occupational health and safety (OH&S) legislation to provide a safe and healthy work environment.

We are committed to achieving this by:

- Compliance with the requirements of ISO 45001 and other safety legislations including a commitment to meet legal and other requirements;
- Provide safe and healthy working conditions for the prevention of workplace injury or illness
- Provide training, support and assistance to enable all employees to work safely and reduce workplace incidents.
- Consult with staff and contractors where relevant to enhance the effectiveness of procedures and to eliminate hazards and reduce risks
- Provide adequate resources to aid employees in fulfilling their responsibilities
- Conduct investigations into all reported incidents
- Ensure that appropriate return to work programs are in place
- Conduct regular reviews and evaluations of the health and safety systems and continually improve our system including communication with employees
- While at work, all employees – irrespective of their position – will:
 - Take reasonable care to ensure good health and safety process are implemented
 - Identify and support measures to eliminate or minimise unsafe condition
 - Assume personal responsibility for their own safety and for those of other work colleagues by always operating in a safe and appropriate manner.

Signed: _____



Ches Rafferty
Managing Director

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Information Security Policy

Scantek recognises that information security is one of the prominent aspects of our success. Within our operations we aim to prevent and minimise the impact of security risks in order to enhance our reputation and support business growth in line with our strategic direction. To support this strategy, we have implemented an information security management system (ISMS) based on ISO 27001. The ISMS details the organisation's direction and commitment to the security of information.

We are committed to achieving this by:

- Protecting the confidentiality, integrity and availability of information to guarantee that regulatory, operational and contractual requirements are fulfilled;
- Implement and conduct information security risk management to protect information and related assets from all threats, whether internal or external, deliberate or accidental;
- Guarantee compliance with the current information security guidelines, laws and regulations;
- Encourage employees to stay up to date with the latest security trends, regulations and procedures and conduct effective training;
- Availability, security and reliability of all the services we provide for our clients even if security incidents occur;
- Maintain and test business continuity plans;
- Review and re-evaluation of information security management system annually and/ or based on any system changes;
- Protect the system against unauthorised access;
- Report and investigate information security breaches;
- Set, monitor and continuous improvement of Information security objectives.

Signed: _____



Ches Rafferty
Managing Director

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