

## QUALITY POLICY

Interprint are committed to retaining existing business and attracting new business by being identified in the high volume commercial printing market as a supplier, who provides quality of product, delivery and service at levels, which consistently exceed the expectations of its clients.

This will be achieved by:

- establishing Quality System procedures that ensure that final product, delivery and service match or exceed the requirements of our client;
- implementing an ISO 9001: 2008 Quality System in the production of booklets, brochures, leaflets and other printed materials;
- utilising fail-safe controls;
- matching the best service of our competitors;
- providing a superior print quality;
- a commitment to always achieve agreed delivery deadlines;
- a continual focus on client needs above all else;
- a commitment to continuous improvement; and
- a commitment to investigate and introduce new technology as it becomes applicable to client needs.

To ensure that this policy is understood, implemented and maintained, all Interprint employees will be appropriately trained so that they:

- understand this policy;
- understand the requirements of the Quality System;
- contribute to the ongoing improvement of the Quality System and its policies and procedures; and
- continue to treat the Quality System as a top level priority with the responsibility for its maintenance being equally shared by all Interprint employees.

### Authorisation:

The Operations Director is to sign the policy.

### Review:

The policy will be reviewed every annually by the Operations Director in consultation with the Management Safety Health Environmental Communications Committee.

### Procedure Storage:

This procedure will be stored in the Quality System Manual, and posted in the Reception and the Canteen.

Policy Authorised by...*Andrew Hatcher*..... Operations Director

Date of Policy Issue...*30/04/2016*.....

Interprintswindon Ltd  
1 & 3, Rivergate, Rivermead Drive,  
Swindon, Wiltshire,  
SN5 7ET  
Tel: 01793 613020