

QUALITY POLICY

POLICY STATEMENT

ProcessWorx is committed to excellence, continual improvement and consistently meeting and exceeding client expectations.

We provide quality products services to assist small businesses manage human resources, occupational safety & health and quality systems in an affordable way.

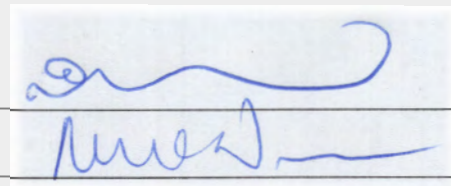
Aims and Objectives

ProcessWorx management is committed to:

- Adopting a *risk based thinking* and *process based approach* within our business systems and activities
- Maintaining quality principles
- Building a client centric focus
- Providing excellent products and services, that meet and exceed client expectations
- Continual improvement of our business systems
- Satisfaction of applicable requirements of interested parties
- Internal and external audits to review and monitor systems related to our services and products
- Ongoing management review
- Ensuring this policy is communicated and understood with relevant interested parties

Managing Director: Danielle McNamee

IT Director: Michael McNamee



Date: 29th June 2017

Review Date: 29th June 2018