



## QUALITY POLICY

Senior management of The Needham Group has established the following quality policy.

We are committed to supplying products and services, which consistently satisfy the needs and expectations of our customers and promoting a philosophy of continuous improvement in our quality management system throughout the company.

**The following strategic business objectives provide a framework for us to meet this commitment:**

- Development of a culture that encourages all employees in our organisation, to feel able to contribute to the improvement of the processes they are involved in.
- Establishment of the training needs of all employees and the provision of effective training to meet those needs.
- Ensuring that all employees are aware of our customer's needs and requirements and apply the procedures, quality plans and work instructions we have generated to meet them.
- Establish key performance indicators and monitor them to provide knowledge of operational effectiveness and competitiveness, using conclusions as a basis for directing continuous improvement activities.
- The efficient and effective use of a quality system maintained to meet the requirements of BS EN ISO 9001-2000

We believe that the adoption of the above policy and objectives will lead to reduced waste, customer satisfaction and sustained business growth.

This policy will be reviewed at management review meetings and if required, modified and re issued.

David Needham  
Managing Director  
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## HEALTH AND SAFETY POLICY

The Needham group is committed to provide a safe and healthy work environment for those working on and visiting our operations. Management at all levels will be responsible and will be held accountable for the occupational safety and health performance of the Company. At the same time it is the duty of every employee to work in a safe manner so as not to endanger himself and his colleagues at the work place and during travel.

Accordingly, the aim of the Company is to prevent injuries and occupational ill health through the following actions:

- Develop and design processes and plants which, as far as is reasonably practicable, and encompassing all available knowledge and information, are safe and without risk to health.
- Operate and maintain plants within the designated safety criteria throughout their working life.
- Develop, introduce, maintain and continually improve Health and Safety management systems across the Company to meet statutory and regulatory requirements and the requirements of OHSAS 18001 and verify compliance with these standards through regular auditing.
- Set annual improvement objectives and targets and review these to ensure that these are being met.
- Involve all employees and interested parties in the implementation of this policy and provide appropriate training or information and also make them aware of their Health and Safety obligations.
- Provide for appropriate dissemination of information on safety and health at work through suitable communication.
- This policy will be reviewed annually in order to ascertain its continued suitability for the Company's operations

David Needham  
Managing Director  
April 2008

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## ENVIRONMENTAL POLICY

The Needham group is committed to establish and meet high standards of environment safety. Management at all levels will be responsible and will be held accountable for the environmental performance of the Company. At the same time it is the duty of every employee to follow work instructions and make sure that their acts do not have an adverse effect on the environment.

Accordingly, the aim of the Company is to prevent environmental incidents and pollution through the following commitments and actions:

- Develop and design processes and plants which, as far as is reasonably practicable, and encompassing all available knowledge and information, are safe and without any negative impacts on the environment
- Operate and maintain plants within the designated safety criteria throughout their working life.
- Develop, introduce, maintain and continually improve Environmental management systems across the Company to meet statutory regulations and the requirements of ISO14001 and verify compliance with these standards through regular auditing.
- Set annual improvement objectives and targets and review these to ensure that these are being met.
- Involve all employees and interested parties in the implementation of this policy and provide appropriate training or information and also make them aware of their Environmental obligations.
- Provide for appropriate dissemination of information on Environmental Safety through suitable communication.
- This policy will be reviewed annually in order to ascertain its continued suitability for the Company's operations

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