

Organisational regulation

0-02-23

Quality Policy

written by
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QHSE Manager

A handwritten signature in blue ink, appearing to be 'B. Jurášová', written over a horizontal dashed line.

approved by
Jamie Young
CEO

A handwritten signature in black ink, appearing to be 'J. Young', written over a horizontal dashed line.

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Amendments

Change date	Processed by	Characteristics
15.05.2020	Gieslová	Annual update
10.05.2021	Gieslová	Annual update
04.03.2022	Pánková	Annual update
13.02.2023	Pánková	Annual review
05.04.2024	Jurášová	Annual review
06.03.2025	Jurášová	Update on the registered office address and new CEO of Sipral UK Ltd. Updated the Quality Policy to align with Building Safety Act 2022 by clarifying responsibilities for Contractors and Designers. Extension of our commitment to incorporate the Quality Management Systems (QMS) of our suppliers.

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1 General provisions

1.1 Introduction

Quality of our products and services is a key concern of our company. Quality policy is being respected in order to:

- Repeatedly satisfy needs and exceed expectations of our clients.
- Successfully complete our projects while ensuring compliance with all applicable legal and regulatory requirements.
- Create a creative and cooperative environment for everyone involved in the project.

The policy (The management statement) below addresses quality assurance, environment protection, and compliance with the latest safety regulations, including the Building Safety Act 2022.

1.2 Scope

Rules and principles stated in this policy apply to all employees of Sipral UK Ltd. and to all companies working on behalf of Sipral UK Ltd. (hereinafter "Sipral"). Compliance with these principles is a contractual requirement for all subcontractors and suppliers.

1.3 Definitions, terms, abbreviations

QMS – Quality Management System

QHSE – Quality, Health and Safety and Environment

SipralIS – internal information system

2 Quality Policy

2.1 The management statement

„Each project is unique, each project is a challenge...“

... to create original and reliable designs that meet our customers' visions while ensuring compliance with the latest safety regulations.

... to provide top quality processes with minimum impact on the environment and maximum adherence to safety and quality standards.

... to develop employees professionally and use their creativity, professionalism, and teamwork to improve provided designs.

... to individually approach all partners on the market based on honest and correct relationships.

... to propose designs that prevent possible pollution of the environment and are in permanent conformity with legal standards.

... to deliver solutions in safe and healthy conditions, preventing accidents at work, and ensuring ongoing compliance with the Building Safety Act 2022.

... to continuously improve our processes and activities to align with evolving industry best practices.

... to deliver solutions based on the preventive elimination of risks with the active participation of our employees.

Signed: 
For and on behalf of Sipral UK Ltd.
Jamie Young – CEO

Date: **6th March 2025**

2.2 The management commitment

All management members, from top management to line managers, are familiar with the Quality Policy and actively contribute to the development, maintenance, and improvement of an effective Quality Management System that ensures compliance with all applicable regulations and standards, including the Building Safety Act 2022.

All management members must:

- a/ Act in compliance with the Quality Policy and lead by example.
- b/ Cooperate in Quality Objectives setting in their relevant fields.
- c/ Communicate the Quality Policy, Quality Objectives and overall importance of effective QMS across the company and its activities.
- d/ Ensure that the Quality Policy and Quality Objectives are appropriate and compatible with company activities and its strategic direction.
- e/ Fulfil the company objectives and carry out measures defined to mitigate risks.
- f/ Ensure the resources needed for effective function of QMS.
- g/ Create an innovative working environment.

- h/ Take an active role in the implementation, maintenance and improvement of the company QMS to comply with the stated Quality Policy.
- i/ Respect company process model and fulfil process owner duties.
- j/ Support other management members in contributing to an effective QMS.
- k/ Participate in the annual QMS review.
- l/ Ensure that suppliers apply quality management measures that are appropriate to the work for which they engaged.
- m/ Ensure compliance with the Building Safety Act 2022 and all relevant safety regulations and standards.
- n/ Promote a culture of safety and transparency in all projects.
- o/ Ensure rigorous safety and risk management measures are in place in line with the Building Safety Act 2022.
- p/ For Contractor and Designer roles, ensure compliance with specific duties under the Building Safety Act, including:
 - Identifying and managing building safety risks throughout the design and construction phases.
 - Maintaining clear and accurate safety documentation for all project stages.
 - Cooperating with other duty holders to ensure compliance with regulatory frameworks.
 - Implementing robust change management processes to assess the impact of design and construction modifications.
 - Ensuring all employees and subcontractors receive appropriate safety training.

Quality Policy and the description of the QMS are part of the initial training program of each Sipral employee. Training is repeated as needed or if there are significant change in the system.

3 The Quality Management System

The Sipral QMS is designed to be a valuable means to:

- meet clients' needs,
- support our project execution while ensuring compliance with safety legislation,
- support company organisation,
- maintain a robust safety framework under the Building Safety Act 2022

One of the main features of Sipral's QMS are its flexibility to suit each project and its extent. It is our main goal to have a QMS which is adequate to our activities, company size and organisation complexity in order to preserve its benefits. Also Sipral is a project-driven company. Processes must be set to reproduce equally good results for each project but can be changed in specific activities to reflect clients' requirements.

The implemented Quality Management System respects the requirements of ISO 9001 and it is described in detail in the company regulation O-01-01 Organisation Manual. There is a Quality Plan created for each project to describe the setting of system (Inspections and testing inclusive) with all possible changes and additional requirements specific for the project.

CEO is generally responsible for the effectiveness and state of QMS with support of QHSE department. QHSE dpt. is fully independent on other executive company departments.

4 The company objectives

The top management is responsible for defining company objectives on annual basis. Objectives include economic, quality, environmental, H&S and innovation goals. Before setting new objectives, a review of the previous year's performance is conducted.

Each objective is divided into specific tasks with defined responsibilities, timelines, and resource allocation. The current set of objectives is accessible to employees via the SipralIS system.

5 Final provisions

5.1 The company documentation availability

All company regulations, orders, and forms are available within the internal information system, SipralIS, for all employees.

Suppliers working on behalf of Sipral are familiarized with relevant documentation through training and induction processes.

The SipralIS was custom designed to cover information company needs and respects the requirements of ISO 9001. Use of SipralIS is part of each employee onboarding training.

5.2 Related documentation

O-01-01 Organisation Manual (company regulation)

PP8 – Management System (company process)