



CIVIL | WATER | ENVIRONMENT



QUALITY POLICY

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PREPARED FOR
WMS Engineering

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1	Updated Formatting and Minor Edits
2	Updated Duties of Employees
3	Minor Revision - Updated Entity and Branding

QUALITY POLICY

WMS Engineering (WMS) takes quality management seriously and accepts responsibility through all levels of employees and management to ensure that a high-quality standard of work is delivered through our products, services, and activities.

POLICY STATEMENT

WMS is committed to maintaining and continually improving a Quality Management System (QMS) that, as a minimum, satisfies the applicable requirements of the international standard for Quality Management Systems, ISO 9001:2015. Our QMS has been certified to ISO 9001 since 2016. We will conduct our operations in accordance with the requirements of our QMS and will comply with all legislation, standards, statutory, and other obligations, and best practices which are relevant to our activities and the jurisdictions in which we operate. We will seek to comply with client policies where required and reasonably possible to do so without conflicting with our own policies and other obligations.

OBJECTIVES

The objectives of our quality system are to:

- Meet requirements of clients and applicable regulatory standards in a cost effective and timely manner by effective project planning through all phases of delivery and review and approval of outputs;
- Build beneficial relationships with our contractors and suppliers by clearly defining procurement requirements and continually monitoring and evaluating their performance;
- Empower and train our staff to meet the objectives of our QMS; and
- Safeguard our reputation by identifying, monitoring, and treating risks associated with the quality of our services and products.

DUTIES OF EMPLOYEES

Employees and contractors must take reasonable care to ensure that all work outputs, namely reports and models, are completed to a high-quality standard of work. This duty includes compliance with our QMS, all procedures developed under it and any reasonable instructions or directions given by management.

Employees have specific responsibilities and obligations to:

- Comply with instructions from their manager or supervisor on achieving a high-quality standard of work;
- Perform their duties in a manner that achieves a high-quality standard of work;
- Maintain continuous improvements in work output quality; and
- Report issues or concerns to the Quality Manager.

POLICY IMPLEMENTATION

This policy is to be implemented through the processes and arrangements established by WMS and outlined in our Quality Manual. We commit to reviewing our Quality Policy on an annual basis to ensure continuous improvement of the quality system and quality of products.