

## QUALITY POLICY STATEMENT

It is the policy of Leslie Jones architecture to achieve and maintain the highest standard of quality in all aspects of its work. We will set and review corporate and individual quality objectives and targets annually to highlight our commitment in achieving this.

Leslie Jones architecture aims to provide Client satisfaction through the delivery of an efficient and reliable service which fulfils Clients expectations.

Leslie Jones architecture will use appropriate methods to communicate all matters relating to Quality.

Leslie Jones will provide training to staff in all Quality Management Systems policies and procedures to ensure that all staff are aware of and supporting our intent with regards to quality management.

Leslie Jones architecture will maintain and comply with a Quality Management System that meets the requirements of BS EN ISO 9001: 2015, BIM Level 2 and any relevant statutory, regulatory or sector specific standards that affect our products, services and operation of our business; and have implemented procedures to continually improve the effectiveness of the Quality Management System.

All employees are required to read and understand this Policy.

Our Quality Policy is to:

- Ensure all company activities and designs comply with relevant legislation and regulations
- Comply with the criteria and requirements of a RIBA registered practice
- Maintain a professional relationship with Clients at all times
- Satisfy Clients through the delivery of an efficient and reliable service
- Continually improve the provision of our services and products
- Provide continuous training and opportunity for our staff
- Set and review corporate and individual quality objectives and targets

The policy will be reviewed at regular intervals to ensure that it is still up to date and relevant.

Print name: James Cons

Signature:



Position: Managing Director

Date: 28.07.17