



## Quality Resources Statement



Beacons Business Interiors Ltd & PJ Engineering Consultants Ltd (Trading as PJE Business Solutions), collectively the Bbi Group (BbiG) is totally committed to providing a quality service and project to our clients, employees, suppliers and sub-contractors. We have management procedures to achieve this quality service and its continuous improvement. The directors and management instruct all staff and sub-contractors as to quality requirements of the company and their importance.

### **Quality Control System.**

- In-house "Quality Control System" is set up for each individual site
- A comprehensive check list is compiled for each site to identify key/critical quality controls.
- Project Manager or Site Supervisor is responsible for all quality control on site.
- Separate quality checks are carried out by BbiG Compliance Officer
- Findings are passed to Project Manager/Site Supervisor and signed off on 2 weekly basis or as necessary to meet project requirements
- The Project Manager will prepare an action plan which will assign responsibilities and timescales to ensure all actions are completed.
- Follow up is done by Head Office to ensure proper implementation of quality control standard.
- The audits will form part of scheduled project meetings.

### **Quality Management.**

The achievement of excellence through continuous improvement is one of our key commitments. Working closely with our customers, design teams and sub-contractors, we ensure that critical information and resources are in place and the right attention to detail and systematic processes seek to eliminate any defects before they occur. It is policy which has allowed us to develop our reputation for delivering quality projects and service to our clients.

A handwritten signature in black ink, appearing to read 'Adrian Bateman'.

Adrian Bateman

Beacons Business Interiors Group Managing Director

13<sup>th</sup> January 2022