

QUALITY POLICY STATEMENT

Date Issued: **March 2010** | Review: **Annually** | Doc.Ref. **QP/Rev 3**

Continually improve the effectiveness of the quality management system.

Comply with the requirements of BS EN ISO 9001:2000 in addition to appropriate statutory and regulatory requirements.

Achieve operational excellence in the provision of utility services for both public and private sector clients in areas including: water, drainage, gas, electric, telecommunications and general contracting.

Meet and where possible exceed the needs and expectations of our customers and other stakeholders.

Establish, implement, review and where necessary update quality objectives, which are consistent with the aims and intent of this policy.

Fully involve, and develop all staff to use their abilities for the achievement of company quality objectives.

The Board of Directors and Senior Management Team are committed to ensuring that the company maintains the necessary, human, technological and physical resources required to meet the objective of continual improvement in the company's QMS, the achievement of operational excellence and continual customer satisfaction.

Hold management review meetings to consider requirement for changes to this quality policy, associated quality objectives and the general status of the ongoing implementation of the quality management system.

Signature:



Date: 15th April 2010

Name: David Morrison
Title: Managing Director

ENVIRONMENTAL PROCUREMENT POLICYDate Issued **March 2010**Review: **Annually** (see Master)Doc.Ref. **EnvProc Policy/Rev 3**

The Turriff Group will liaise with its suppliers/sub-contractors on a regular basis to encourage an environmentally responsible approach to their business relationship. The company will encourage suppliers to consider the environmental effects of their business activities with the aim of minimising their impact on the environment. As part of this commitment the following measures will be adopted whenever possible:

- Give preferential selection to suppliers who have given a commitment to continual environmental improvement.
- Identify, specify and purchase items, which can be operated in an energy efficient manner with regard to consumption of energy and natural resources.
- Identify, specify and purchase items that can be recycled or reused or disposed of with minimal environmental impact.
- Reduce the procurement of environmentally harmful materials and use more environmentally friendly products where these exist.
- Select suppliers who have a packaging policy which is aimed at reducing packaging used, wherever possible provide re-usable packaging, and include recycled material in packaging.

Signature: 

Date: 1st April 2010

Name: David Morrison
Title: Managing Director

ENVIRONMENTAL POLICY STATEMENTDate Issued **March 2010**Review: **Annually** (see *Master*)Doc. Ref. **EPS/Rev 3**

In following its commitment to meet and where possible exceed the expectations of both public and private sector customers using its utility services the company have recognised the importance of its environmental responsibilities.

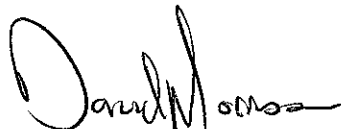
Consequently the company have produced this policy statement to act as a framework for developing objectives and targets in an effort to focus its intention of continuous sustainable environmental improvement.

This policy has the approval and commitment of the Managing Director and its implementation is the responsibility of all staff whose efforts will be co-ordinated by the Lead Director (HSEQ) as the designated Environmental Management representative for the company.

The Turriff Group will:

- Place the minimisation of company environmental impacts as a recognised and fully understood company priority.
- Fully understand the requirements of all relevant environmental legislation and where appropriate meet or exceed the requirements of such legislation. This will also include conformance to any adopted codes of practice which may act as guidance in terms of best practice.
- Promote the adoption of energy efficient methods in undertaking its business activities.
- Reduce the impact of transport operations.
- Ensure the adoption and management of the company's environmental procurement policy with the intent of minimising related environmental impacts.
- Provide the necessary training and motivation for employees, to allow a full understanding of the company's environmental policy and ensure that they can contribute to its implementation.
- Encourage the development of an environmentally responsible attitude by contractors, suppliers and customers.
- Where significant hazards are identified, develop and maintain a plan and procedures for emergency preparedness.
- Monitor and reduce the waste generated by the company, promote recycling and reuse or disposal with minimal environmental impact. Generally recognise the need to prevent pollution in all its undertakings.
- Develop an environmental management system to manage the company's environmental activities and conduct regular environmental audits to assess compliance and identify areas for continual improvement.
- Adopt an attitude of openness towards staff and other stakeholders, informing them of the company's environmental policy and recognising any legitimate concerns they may wish to express about the company's position on environmental matters.
- Reduce the Groups carbon footprint by quantifying energy usage, communicating to all staff and encouraging them to take simple steps to make a difference.

Signature:



Date: 1st April 2010

Name: David Morrison

Title: Managing Director

OCCUPATIONAL HEALTH AND SAFETY POLICY STATEMENTDate Issued: **March 2010**Review: **Annually** (see Master)Doc.Ref. **OH&S SPS/Rev 3**

The Turriff Group is fully committed to achieving high standards of occupational health, safety and welfare, which will be achieved through the implementation and continual improvement of our Occupational Health and Safety Management System (OH&S), based on OHSAS 18001:2007.

The OH&S policy and supporting management system has the approval and full commitment of the Managing Director. It will be the responsibility of all employees to implement the policy under the guidance of the Lead Director (HSEQ), who will be responsible for co-ordinating implementation, reviewing, amending and developing the policy in line with legislative requirements and company strategy.

Our statement of general policy is:

- To provide adequate control of the health and safety risks arising from our work activities.
- To consult with our employees on matters affecting their health and safety.
- To provide and maintain safe plant and equipment.
- To ensure safe handling and use of substances.
- To provide adequate information, instruction and supervision for employees.
- To ensure all employees are competent to do their tasks, and to give them adequate training.
- To prevent accidents and cases of work-related ill health.
- To maintain safe and healthy working conditions.
- To review and revise this policy as necessary at regular intervals.

Specifically we will:

- Maintain an up to date register of applicable OH&S legislation.
- Ensure that appropriate risk assessments are carried out to identify hazards and determine the level of risk.
- Put in place safe systems of work and risk control measures to meet legal and organisational needs.
- Aim to exceed legal minimum standards by employing best practicable means.
- Meet and where feasible exceed the expectations of our clients and other stakeholders in relation to OH&S.
- Encourage the full participation of all employees in meeting OH&S objectives and targets.
- Encourage employees to take ownership of OH&S in line with our 'Vision and Values'.
- Maintain effective communication with all interested parties to aid the development of the OH&S Management System requirements and ensure continual improvement.
- Communicate the relevant parts of this Policy to all employees and others so they are aware of their obligations.
- Ensure that effective active and reactive monitoring and measurement of OH&S performance is achieved through audits and analysis of accident and near miss data to ensure that we continue to meet legal and organisational needs.
- Make this Policy available to any legitimate interested party who wishes to see it.

Signature:

Date: 15th April 2010

Name: David Morrison

Title: Managing Director