

AMD CONTRACT SERVICES LTD

QUALITY ASSURANCE POLICY

The aim of this policy is to ensure that AMD Contract Services Ltd understands the needs of our customers and provides a quality service to all its clients.

Objective:

To have policies and procedures in place which will ensure that the quality of the work provided by AMD Contract Services Ltd is of the highest standard with regards to: Health and Safety; Service and Maintenance of all plant and machinery; To develop the potential of all employees to ensure all staff are capable of undertaking work required in a safe and responsible manner in accordance with the Companies Health and Safety and Environmental Policies.

Health & Safety:

1. RBS Mentor Services means that AMD Contract Services Ltd has advice and assistance with all Health and Safety issues
2. Being a member of Constructionline means that AMD Contract Services Ltd has to review its Health and Safety Policy every 12 months
3. AMD Contract Services Ltd provides Method Statements and Risk Assessments which might be required for each job

Service and Maintenance of all Plant Machinery:

1. Procedures are in place to ensure that all safety tests (LOLER's) are performed on regular basis
2. Service and Maintenance Records for each machine mean that the machines are regularly serviced
3. Each Operator is responsible for doing daily inspections on their machines and is required to fill in a weekly Vehicle Defect Report. This allows the mechanical engineers to keep up with the servicing and maintenance of all the machines
4. AMD have acquired a heavy vehicle break testing system (Simret 4000), which enables the engineers to constantly test and check the braking systems of the machines

Training and Development of all employees:

1. AMD Contract Services Ltd is signed up to the CITB Construction Skills training plan
2. AMD Contract Services Ltd is signed up to the Dumfries & Galloway Construction Training Group

Environmental:

1. The Director Mr Fraser Dykes is responsible for ensuring that AMD Contract Services Ltd complies with required environmental standards
2. Our registration with Constructionline also results in the environmental policy and procedures being reviewed on an annual basis

Signed:

Fraser W Dykes

Date: 11/10/16

Name: Mr Fraser Dykes

Position: Director