

## INTEGRATED MANAGEMENT SYSTEM POLICY

TT Building Consultants Pty Ltd (TTBC) provides Fire Safety and Building Certification Services to the Department of Defence as well as other State and Federal Government Departments and entities throughout Australia and South East Asia. TTBC's aim is to develop long term, professional relationships with our clients by consistently providing a high quality of service that exceeds their expectations

To support these activities we have implemented an Integrated Management System (IMS) certified to meet the requirements of ISO 9001:2015 and AS/NZS 4801:2001 quality and safety standards.

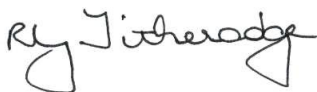
TTBC have made a commitment to comply with the requirements of not only the standards, but also our customers' requirements, and our own objectives and targets. We strive to continually improve our quality and OHS performance and have adopted a process approach when developing, implementing and improving the effectiveness of the business processes and the integrated management system.

The Integrated Management System implemented by TTBC sets out to;

Understand and meet the requirements of:

- Our customers;
- ISO 9001:2015 and AS/NZS 4801:2001;
- The Work Health and Safety Regulation 2011, Work Health and Safety ACT 2011 & other legal requirements;
- The objectives and targets we set for ourselves;
- Establish and review, specific and measurable, quality and safety objectives through management review, objective and target reviews, IMS team meetings and safety committee meetings;
- Aims to eliminate work related injury and illness;
- Consult and communicate, the policies, procedures and requirements of the IMS with the entire TTBC workforce to ensure they are agreed upon, understood and the integrity of the IMS is upheld;
- Obtain, monitor and review performance and effectiveness through forms, records, audits and evaluations; and
- Deliver continual improvement.

Our philosophy is to ensure we provide our clients with the highest level of professional services, in areas of Fire Safety and Building Certification and striving to exceed their expectations.



Signed:

Date: 23<sup>rd</sup> November 2017

Robyn Titheradge - Director