COPOL08 - Quality Management & Information Security Policy

Document Name	Quality Management & Information Security Policy		
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Executive Owner	Chief Operating Officer		
Policy Owner	Internal Compliance Manager		
Approval & Sign off	Operations and Implementation Director		
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Associated Policies/Documents	Quality Policy v1.7 archived & Quality & Information Security Policy v1.7 archived		
Document Status	Draft	**Approved**	Archived
Data Classification	Public	**Confidential**	Restricted

Document Content

1. PURPOSE

1.1.1. The primary objective of Sanderson Solutions Group Plc and its associated and subsidiary companies (together "the Company", "Group" or "we") is to recognise the importance of providing secure and high- quality services to clients, to ensure that we provide services that consistently meet, if not exceed customer requirements and expectations.

1.1.2. To assist in achieving this objective we have installed a **Quality Management System** consistent with the requirements of **ISO 9001:2015** which gives due consideration to statutory, regulatory, and applicable requirements including both **ISO 145001 Health and Safety Management** and the **ISO 14001 Environment Management**.

1.1.3. The Company has also made major investment in developing controls, monitoring, and evaluating control performance to maintain both quality and **Information Security Management Systems** to the international standard **BS ISO/IEC 27001:2022** respectfully.

1.1.4. The Company therefore commits to:

- Develop and deliver secure high quality resource solutions for our clients

- Comply with all relevant and applicable legislation and regulation

- Continually improve the effectiveness of the quality management system and the provision of our services and products

- Continually improve the efficacy of the information security management system in protecting the information assets of clients and the organisation

- Ensure that other policies, procedures and working practices are aligned to the information security policy

- Preserve the confidentiality and integrity of information stored on our systems

- Ensure the availability of the information assets on our systems

2. RESPONSIBILITIY

2.1.1. It is the Company policy to ensure that all employees are fully cognisant of the requirements of the Quality Management System and are appropriately trained and supplied with the resources to ensure its continued effectiveness.

2.1.2. The company's Internal Compliance Manager is responsible for the system including this Policy Statement, to ensure it is continually monitored and reviewed for its applicability and effectiveness through a programme of internal auditing, management review and the analysis of performance against defined objectives.

2.1.3. The Chief Operating Officer, supported by the Implementation and Operations Director and Head of Information Technology Systems, has overall responsibility for implementing, promoting, and supporting the Company's approach to Quality and Information Security.

3. OBJECTIVES

3.1. These objectives shall be achieved by:

- Maintaining a QMS certified against ISO 9001, ISO 14001 & ISO 45001

- Maintaining an ISMS against ISO/IEC 27001

- Maintaining and certifying against Cyber Essentials Plus

- Setting and reviewing measurable Security, Quality, Environmental and Health & Safety conscious objectives and ensuring these objectives are met

- Providing the necessary resources to meet our commitments to Quality, Environmental, Health & Safety and Information Security

- Ensuring responsibilities for Quality, Environmental, Health & Safety and Information Security are communicated to all parties

- Establishing monitoring and evaluation of key indicators to determine the effectiveness and performance of QMS and ISMS

- The development of a more comprehensive dialogue with our suppliers and customers, for mutual benefit.

- Assessing opportunities for continual improvement

- Seeking honest and constructive feedback from our clients and partners. Analysing information in respect of our performance and the customers' perception of our service and where possible seek to bring about continual improvement

- Raising awareness to the issues and requirements for Quality, Environmental, Health & Safety and Information Security in the delivery of our services.

- Ensuring training is implemented as part of company-wide training schemes. Expanding the dialogue within the company to ensure a full understanding of our objectives and performance and the opportunity for input at all levels

4. COMPANY CERTIFICATIONS

4.1. The company is certified against the following standards:

- ISO 45001:2018 Occupational Health & Safety (OH&S) Management System

- ISO 9001:2015 Quality Management Systems (QMS)

- ISO 14001:2015 Environmental Management

- ISO 27001:2013 Information Security Management System (ISMS)

5. VERSION & REVIEW HISTORY

Version	Change Owner	Change Date	Change Description
1.1	Alex Bolland	24/05/18	New format
1.2	Gerri Hill	18/6/19	Review
1.3	Richard Hoyle	22/11/19	Rebrand
1.4	Anya Burton	30/06/20	Review and change of Policy Owner
1.5	Lawrence Harris	10/02/21	Additional commitments and ways to achieve those. Change of Policy owners
1.6	Lawrence Harris	5/4/22	Addition of Cyber Essentials Plus
1.7	Nicola Price	06/05/2022	Data Classification updated from Confidential to Public
1.8	Nicola Price	03/02/2023	Amalgamation of the quality policy (now archived) and the quality & information security policy. New document formatting. More reference to environmental and health & safety ISO standards. Update to doc name including ref no.
1.9	Nicola Price	02/02/2025	Annual document review. Changes to new branding front page. Change to ISO27001 standard version from 2013 to 2022