# **Our Values**



# Respect

We respect each other and the world around us.

# Integrity

We act at all times with honesty and will do what we say.

#### **Persistence**

We work hard with urgency to make it happen.

#### **Passion**

We have pride and belief in everything we do.

### **Accountability**

We are accountable for our actions and results, including everyone's safety.

# **Quality Policy**

Cape and Dunstans are committed to providing a high standard of service and quality of work that consistently meets our Client expectations.

We know that providing our services and products on time, on budget and without rework is critical both to our success and maintaining our reputation as a reliable and preferred supplier of choice.

Our goal is to consistently deliver quality services and products in accordance with our easy to use, effective Integrated Management System (IMS). In doing so, we plan to meet all agreed requirements and specified standards therefore ensuring full Client satisfaction.

In order to achieve this goal Cape and Dunstans will:

- Implement and maintain a user friendly IMS that is effective, appropriate for our business and is continually improving;
- Regularly communicate with our Clients to ensure we have a clear understanding of their needs and expectations and that we are meeting their requirements;
- Provide our Clients with products and services that deliver value by being fit for purpose, on time, on budget and consistently meet their requirements;
- Comply with all relevant standards and requirements whilst continually improving our IMS;
- Establish business objectives and targets and regularly monitor performance against them;
- Promote a proactive approach in all areas of our service delivery;
- Use effective management practices that ensure safety to all personnel and the environment and provide consistency of quality;
- Ensure all personnel are competent and have the necessary skills to carry out their duties safely and effectively;
- Continually improve our products and services through the setting of appropriate goals and monitoring our performance;
- Regularly monitor the performance of our IMS and review it for ongoing suitability; and
- Communicate this policy to our people.

Cape and Dunstans will periodically review this policy to ensure our business continues to provide quality outcomes that reflect our company values.

**Greg Hutchinson** CEO

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POL-003 Rev 4

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