



## Quality Policy

PPM Recruitment provides a unique blend of nationwide ability, local knowledge and business sector expertise with an honest and friendly approach. We cater for every employment need including permanent, temporary, part-time, full-time, contract and freelance, aiming to provide the most effective recruitment solutions for you, working hard to become knowledgeable about your business and making sure that we understand your culture and values, allowing us to develop solutions that fit your organisation.

We endeavour to ensure that we are fully compliant with every aspect of recruitment, legally, advisory, and morally. We ensure that our systems and procedures are robust as well as practical, with regular audits covering every aspect, from worker registration and eligibility compliance through to health & safety, working time regulations, equal opportunities, data protection, agency worker regulations and a compliant reliable supply chain.

We will ensure that our services meet our clients' expectations, our own high standards and comply with all relevant regulations. We aim to provide the highest possible levels of client satisfaction.

Quality objectives will be set and reviewed through our business planning, management meetings and management review processes. To help achieve these, we will maintain a quality system that meets BS EN ISO 9001 - *Quality Management Systems – Requirements*

We must strive to improve continually our performance by regularly evaluating our services and identifying actions to ensure that our objectives are achieved and that problems are prevented.

Everyone is responsible for quality in the company and for maintaining high standards.

This Quality Policy is communicated internally as part of the induction process and through staff briefings. It is also on the company website ensuring it is available to external parties.

A handwritten signature in brown ink, appearing to read 'M. Fogarty', with a long horizontal stroke extending to the right.

Michael Fogarty

August 2023