



LOW COST HYDRAULIC ENGINEERING LTD POLICY STATEMENTS PACK

i Thanks for taking the time to browse our policy statements, as you may already be aware, we operate a management system which is UKAS accredited to ISO 9001, ISO 14001 and OHSAS 18001 standards. So rest assured that we take our quality, health & safety and the environment seriously.

Our management system ensures our customers are supplied with the very best goods and services, whilst they achieve optimum value for money, from a company that has the knowledge and facilities to conduct all aspects of hydraulic design, manufacture and repair in-house.

If you would like to arrange a site audit or have any questions relating to the contents of this document, please don't hesitate to contact us on +44 (0) 191 349 8949 or sales@lchhydraulics.co.uk

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QUALITY POLICY STATEMENT

Low Cost Hydraulic Engineering Limited has implemented a Quality Management System that is certified to ISO 9001:2015 standards.

The Company will provide goods and services that meet or exceed the requirements of its customers whilst achieving compliance with all relevant legislation and other applicable requirements. The Company will ensure that essential inspections are determined and undertaken throughout all phases of work.

The continued implementation of the Quality Management System is critical to the future success and development of the Company and therefore, there will be an ongoing commitment to providing all the necessary resources, time and personnel to this goal; thereby ensuring both a secure future for all of its employees and continuous improvement in levels of customer satisfaction.

The Company recognises its customers not only need to be assured of the quality of goods and services, but also that this level of service will be reviewed and improved upon wherever possible. In order to achieve this, the Company has ensured that the Quality Management System incorporates all the necessary mechanisms to ensure attainment of these fundamental objectives.

The Directors accept responsibility for communicating their requirements to all members of staff. They undertake to encourage and motivate all staff to be conscious of the contribution they can make towards achieving consistent quality in products and services, and to maintain accreditation to the Quality Management System.

This policy is the strategic statement of senior management, which forms the basis of the operational system, and is understood, utilised and adhered to by all persons whose work affects the quality of the finished product.

This policy relates to all activities undertaken by:

Low Cost Hydraulic Engineering Limited
5-6 Harvey Close
Crowther Ind. Est.
Washington
NE38 0AB

Signed P. Holland (*Director*)
Date 05/10/2016



HEALTH AND SAFETY POLICY STATEMENT

The Directors of Low Cost Hydraulic Engineering Limited recognise their responsibility to provide and maintain equipment and operating systems so as to provide a working environment which will ensure the safety at work of employees and others likely to be affected, and to comply with statutory requirements, including the 1974 Health & Safety at Work Act .

In order to ascertain the levels of protection required to implement the above, the company have undertaken a series of risk assessments, and have taken these into account to decide the appropriate measures.

The company will in particular pay attention to the following factors:-

- ◆ Staff training
- ◆ Chemical safety
- ◆ Lifting and handling
- ◆ Safe systems of work
- ◆ Maintenance of equipment
- ◆ Personal protective equipment

Particular attention will be made to environmental considerations, with due regard to the impact of our business on the adjacent ground, water and air. We will also consider the interaction of chemicals and other substances used by, or produced as a result of this company's activities, on our staff, our customers and any other persons likely to be affected

To assist in ensuring that this policy is intrinsic to the company's operation, the Directors will provide sufficient resources and actively pursue the development of a two way staff communication system, and will encourage participation at all levels.

The effective operation of the system will be monitored and reviewed on a regular basis, and appropriate actions taken to ensure continuing compliance.

This policy relates to all activities undertaken by:

Low Cost Hydraulic Engineering Limited
5-6 Harvey Close
Crowther Ind. Est.
Washington
NE38 0AB

Signed P. Holland (*Director*)
Date 01/09/2016



ENVIRONMENT POLICY STATEMENT

Low Cost Hydraulic Engineering Ltd is committed to providing goods and services that are of the highest quality to all of its customers. The Company is committed to high environmental standards in all areas of the business and will continue to actively seek to raise environmental awareness. The Company believes that its objectives must be met in such a way that protects and enhances the environment.

Hence, the Company will conduct its business practices according to the following factors:-

- ◆ environmental factors will be taken into consideration when developing business strategies and making decisions;
- ◆ minimise energy and water use within the Company's premises and operations in order to conserve supplies and minimise the consumption of natural resources;
- ◆ prevent and minimise pollution;
- ◆ limit the noise in and around the Company's premises;
- ◆ promote employee awareness of and encourage employee participation in, environmental issues;
- ◆ minimise waste by evaluating operations and ensuring they are as efficient as possible;
- ◆ as far as possible, purchase goods and services that do the least harm to the environment;
- ◆ where required by legislation or where significant health, safety or environmental hazards exist, develop and maintain appropriate emergency and spill response programmes; and
- ◆ review targets and objectives periodically.

This policy relates to all activities undertaken by:

Low Cost Hydraulic Engineering Limited

5-6 Harvey Close

Crowther Ind. Est.

Washington

NE38 0AB

Signed P. Holland (*Director*)

Date 05/10/2016



EQUAL OPPORTUNITY POLICY

Low Cost Hydraulic Engineering Ltd is committed to the implementation of this policy which affords equal opportunities to all of its employees, clients, visitors, trainees and applicants. No person shall receive less favourable treatment or consideration on the grounds of:-

- ◆ Sex
- ◆ Age
- ◆ Race
- ◆ Colour
- ◆ Religion
- ◆ Disability
- ◆ Nationality
- ◆ Ethnic origin
- ◆ Marital status
- ◆ Sexual orientation

It has been, and will continue to be the policy of the Company to afford equal opportunities to everyone for selection, advancement and development, on the basis of ability, merit, qualifications, aptitude and fitness for the role.

All employees of the Company have a responsibility to abide by this policy at all times. This includes the treatment of other employees, trainees, clients and visitors.

Disciplinary action will be taken against anyone who is found to have committed an act of discrimination. Direct discrimination occurs when an individual treats another individual less favourably on one or more of the grounds outlined above.

This policy will be communicated to all employees at induction, and via regular toolbox talks. It is the intention of the Company to make employees and associates aware of this policy.

This policy takes into account all relevant legislation. It will be reviewed periodically or when legislation requires a review to take place.

This policy relates to all activities undertaken by:

Low Cost Hydraulic Engineering Limited
5-6 Harvey Close
Crowther Ind. Est.
Washington
NE38 0AB

Signed P. Holland (*Director*)
Date 05/10/2016



CORPORATE SOCIAL RESPONSIBILITY POLICY

Low Cost Hydraulic Engineering Limited recognise that we must integrate our business values and operations to meet the expectations of our stakeholders. They include customers, employees, investors, suppliers, the community and the environment.

- ◆ We recognise that our social, economic and environmental responsibilities to these stakeholders are integral to our business. We aim to demonstrate these responsibilities through our actions and within our corporate policies.
- ◆ We take seriously all feedback that we receive from our stakeholders and, where possible, maintain open dialogue to ensure that we fulfil the requirements outlined within this policy.
- ◆ We shall be open and honest in communicating our strategies, targets, performance and governance to our stakeholders in our continual commitment to sustainable development.
- ◆ The Managing Director is responsible for the implementation of this policy and will make the necessary resources available to realise our corporate responsibilities. The responsibility for our performance on this policy rests with all employees throughout the company.

Our partnership focus:-

- ◆ We shall ensure a high level of business performance while minimising and effectively managing risk ensuring that we uphold the values of honesty, partnership and fairness in our relationships with all our stakeholders.
- ◆ Our contracts will clearly set out the agreed terms, conditions and the basis of our relationship and will operate in a way that safeguards against unfair business practices.
- ◆ We shall encourage suppliers and contractors to adopt responsible business policies and practices.
- ◆ We shall encourage dialogue with local communities for mutual benefit.
- ◆ We will register and resolve customer complaints in accordance with our standards of service.
- ◆ We shall support and encourage our employees to help local community organisations and activities in our region, particularly our employee chosen charities.
- ◆ We shall operate an equal opportunities policy for all present and potential future employees and will offer our employees clear and fair terms of employment and provide resources to enable their continual development.

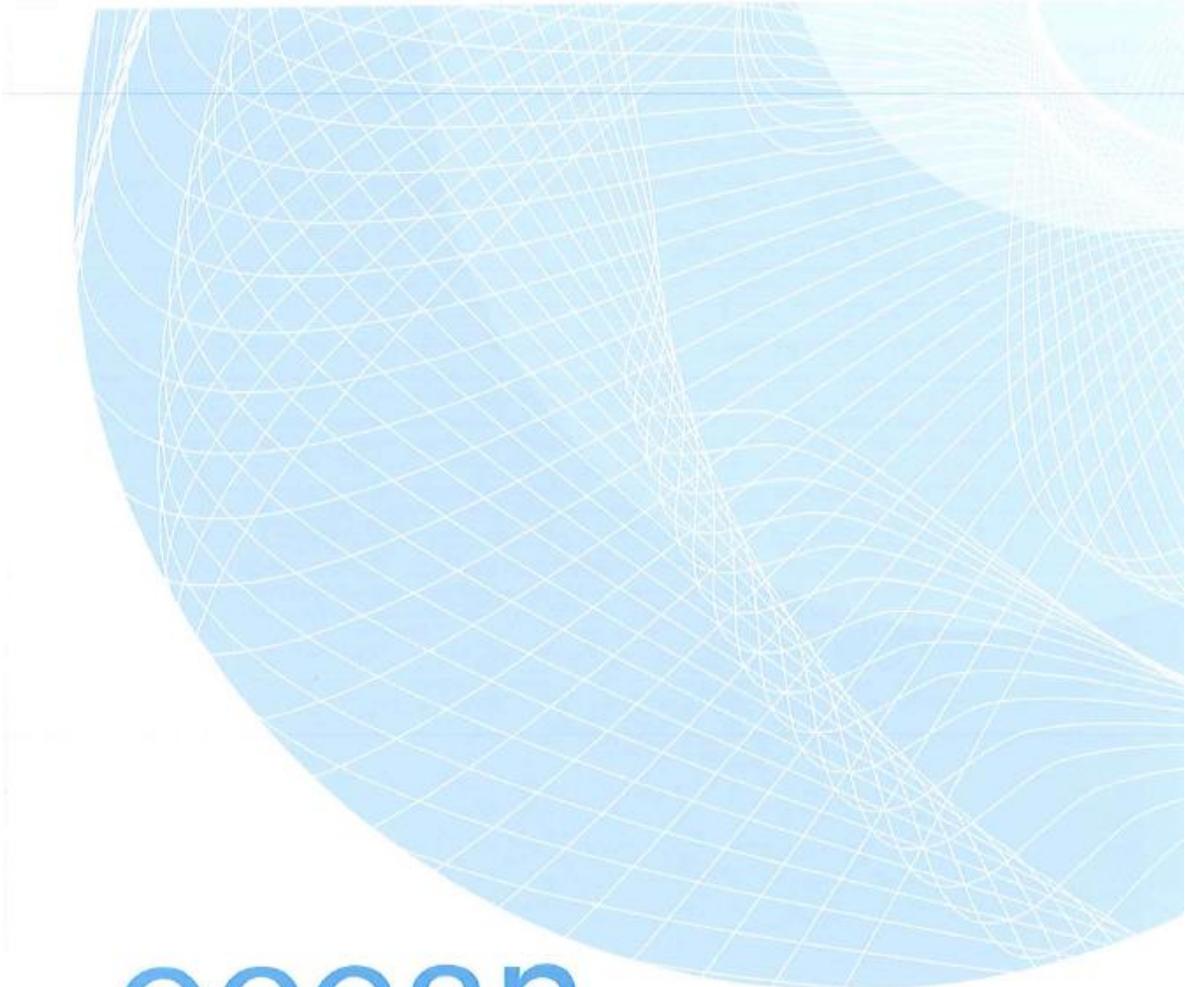
- ◆ We shall maintain a clear and fair employee remuneration policy and shall maintain forums for employee consultation and business involvement.
- ◆ We shall provide safeguards to ensure that all employees of whatever nationality, colour, race or religious belief are treated with respect and without sexual, physical or mental harassment.
- ◆ We shall provide, and strive to maintain, a clean, healthy and safe working environment in line with our Health and Safety policy and safe systems of work.
- ◆ We shall continue to develop Environmental policies and objectives as part of the business planning cycle.

This policy relates to all activities undertaken by:

Low Cost Hydraulic Engineering Limited
5-6 Harvey Close
Crowther Ind. Est.
Washington
NE38 0AB

Signed P. Holland (*Director*)
Date 01/09/2016





ocean certification

Certificate No: C154316 Q
Initial Registration Date: 24/10/2016
Issued Date: 24/10/2016
Valid until: 23/10/2019

Low Cost Hydraulic Engineering Limited

International Standard EN ISO 9001:2015

This is to certify that the Quality Management System operated by Low Cost Hydraulic Engineering Limited, at Unit 5 - 6 Harvey Close, Crowther Industrial Estate, Washington, NE38 0AB, for the Repair and Manufacture of Hydraulic Equipment, conforms to the requirements of **International Standard EN ISO 9001:2015**.

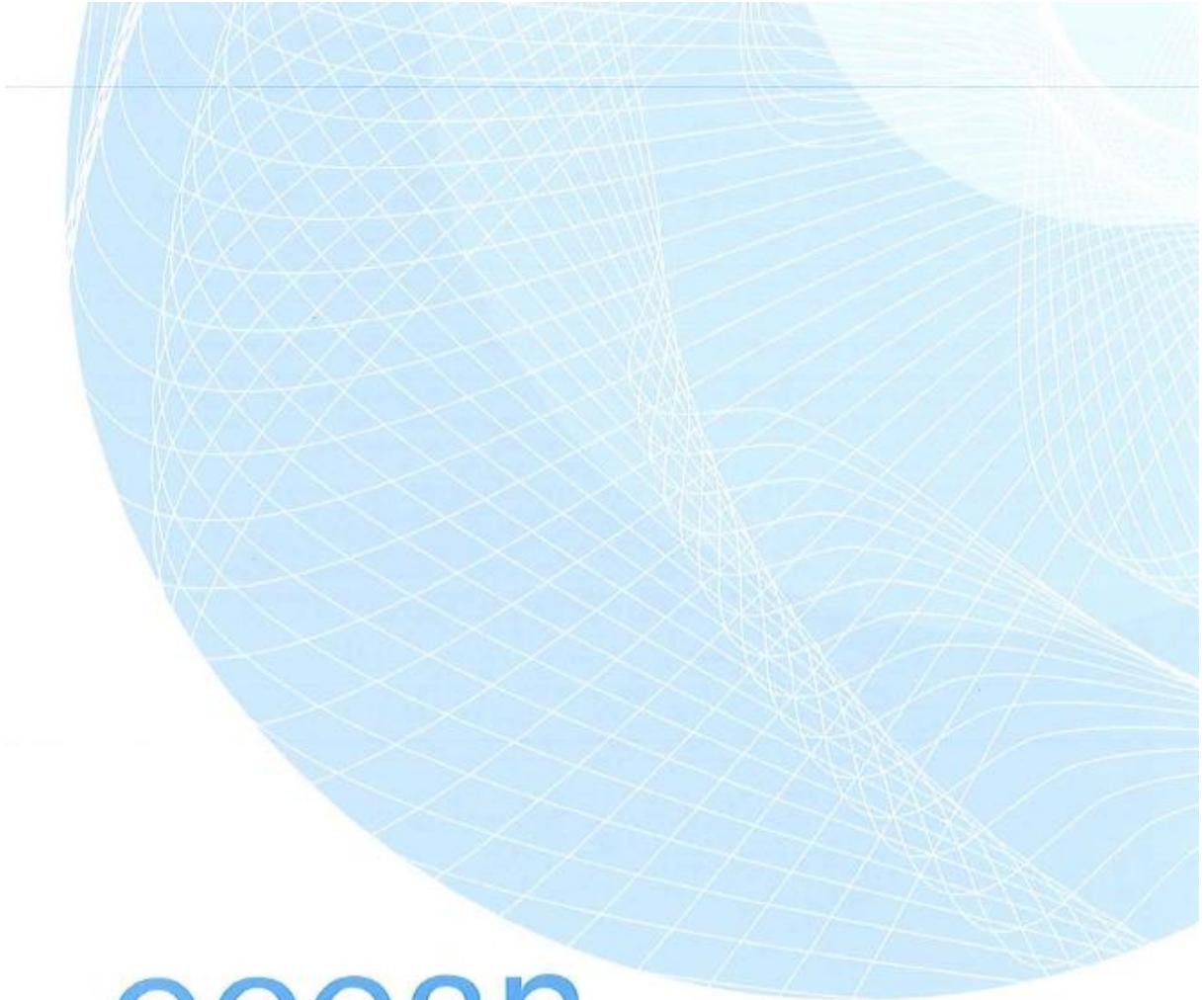


B. Guthrie

Signed on behalf of Ocean Certification Ltd

This certificate remains the property of Ocean Certification Ltd and shall be returned immediately upon request. To check its validity telephone +44 (0)191 222 0320. Ocean Certification's procedure for complaints, disputes and appeals can be made available on request.

Ocean Certification Ltd, 192 Portland Road, Shieldfield, Newcastle Upon Tyne, NE2 1DJ



ocean
certification

Certificate No: C154316 E
Initial Registration Date: 24/10/2016
Issued Date: 24/10/2016
Valid until: 23/10/2019

Low Cost Hydraulic Engineering Limited

International Standard EN ISO 14001:2015

This is to certify that the Environmental Management System operated by Low Cost Hydraulic Engineering Limited, at Unit 5 - 6 Harvey Close, Crowther Industrial Estate, Washington, NE38 0AB, for the Repair and Manufacture of Hydraulic Equipment, conforms to the requirements of **International Standard EN ISO 14001:2015.**

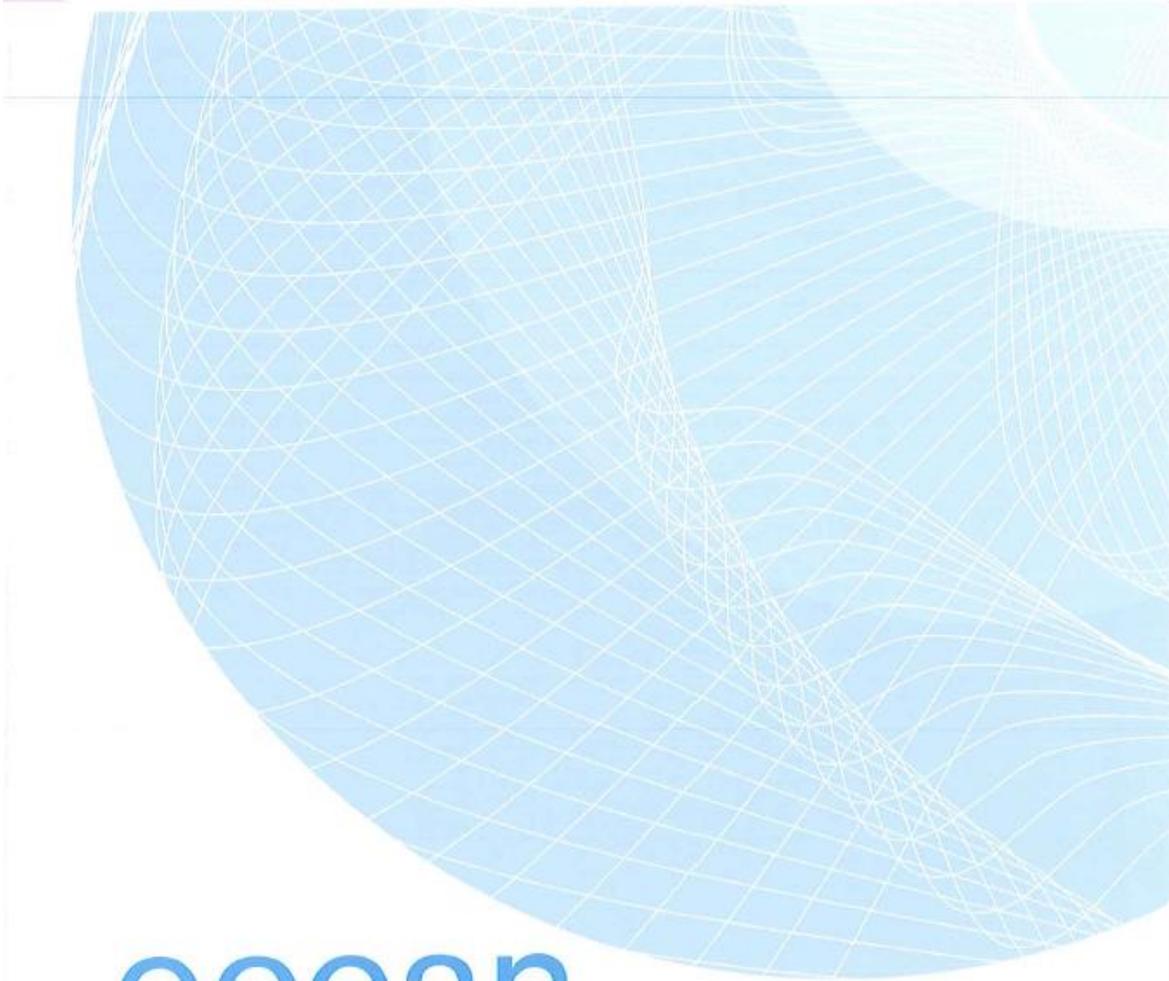


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Ocean Certification Ltd, 192 Portland Road, Shieldfield, Newcastle Upon Tyne, NE2 1DJ

BS OHSAS 18001:2007 - CERTIFICATION



ocean certification

Certificate No: C154316 H
Initial Registration Date: 24/10/2016
Issued Date: 24/10/2016
Valid until: 23/10/2019

Low Cost Hydraulic Engineering Limited

BS OHSAS 18001:2007

This is to certify that the Occupational Health and Safety Management System operated by Low Cost Hydraulic Engineering Limited, at Unit 5 - 6 Harvey Close, Crowther Industrial Estate, Washington, NE38 0AB, for the Repair and Manufacture of Hydraulic Equipment, conforms to the requirements of **BS OHSAS 18001:2007**.



Signed on behalf of Ocean Certification Ltd

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Ocean Certification Ltd, 192 Portland Road, Shieldfield, Newcastle Upon Tyne, NE2 1DJ