



Overview, Scope and Interaction of Processes

Introduction

The Company has an integrated safety, quality and environmental Management System (CMS) in place to ensure that it provides a high quality and safe service to its customers at all times, which wherever possible will exceed our Clients expectations.

The Company Management System has been developed as the company has grown and will continue to evolve as circumstances change, although its objectives will remain the same (i) the delivery of a service that our Clients expect (ii) protection of our employees (iii) protection of the environment and (iv) protection of anyone affected by our activities.

We are committed to implementing and operating a Company Management System that complies with the requirements of ISO 9001: 2015.

Overview of the Company Management System

The Company safety, quality and environmental Management System comprises of the following:-

- Company Charter
- Quality Policy
- Health & Safety Policy
- Environment Policy
- Drugs & Alcohol Policy
- Working Hours Policy
- Workforce Safety Policy
- Expenses Policy
- Vehicle Policy
- Sick Pay Policy
- Technology Policy
- Training Policy
- Bribery and Corruption Policy
- Human Trafficking and Modern Day Slavery Policy
- Organisation Structure / Responsibilities
- Job Descriptions / Training Plans
- Company Procedures
- Company Forms
- Company Site Rules.

The purpose of this overview is to provide information and guidance to the Company's personnel on what needs to be done to comply with the requirements of the Company's safety, quality and environmental Management System.

The safety, quality, environment policies outline the Company's commitment and overall approach to safety, quality and environmental management and its continual commitment to its Clients and improvement within our service.





Scope of Operations

The Policies and Procedures cover the main activities and services provided by the Company which is the provision of professionally managed technical solutions for the survey, design, assessment, renewal, maintenance, enhancement and monument of railway systems.

In line with the BS EN ISO9001: 2015 Quality Management System Requirement there is exclusions for clause 7.5.2 of the standard that Novus Rail doesn't include during our processes of work.

As explained in Clause 1.2 of the standard,

Where any requirement(s) of this standard cannot be applied due to the nature of the organisation and its products, this can be considered for exclusion where exclusions are made, claims of conformity to this international standard are not acceptable unless these exclusions are limited to requirements in clause 7, and such exclusions do not affect the organisation's ability, or responsibility, to provide products that meet customer and applicable statutory and regulatory requirements.

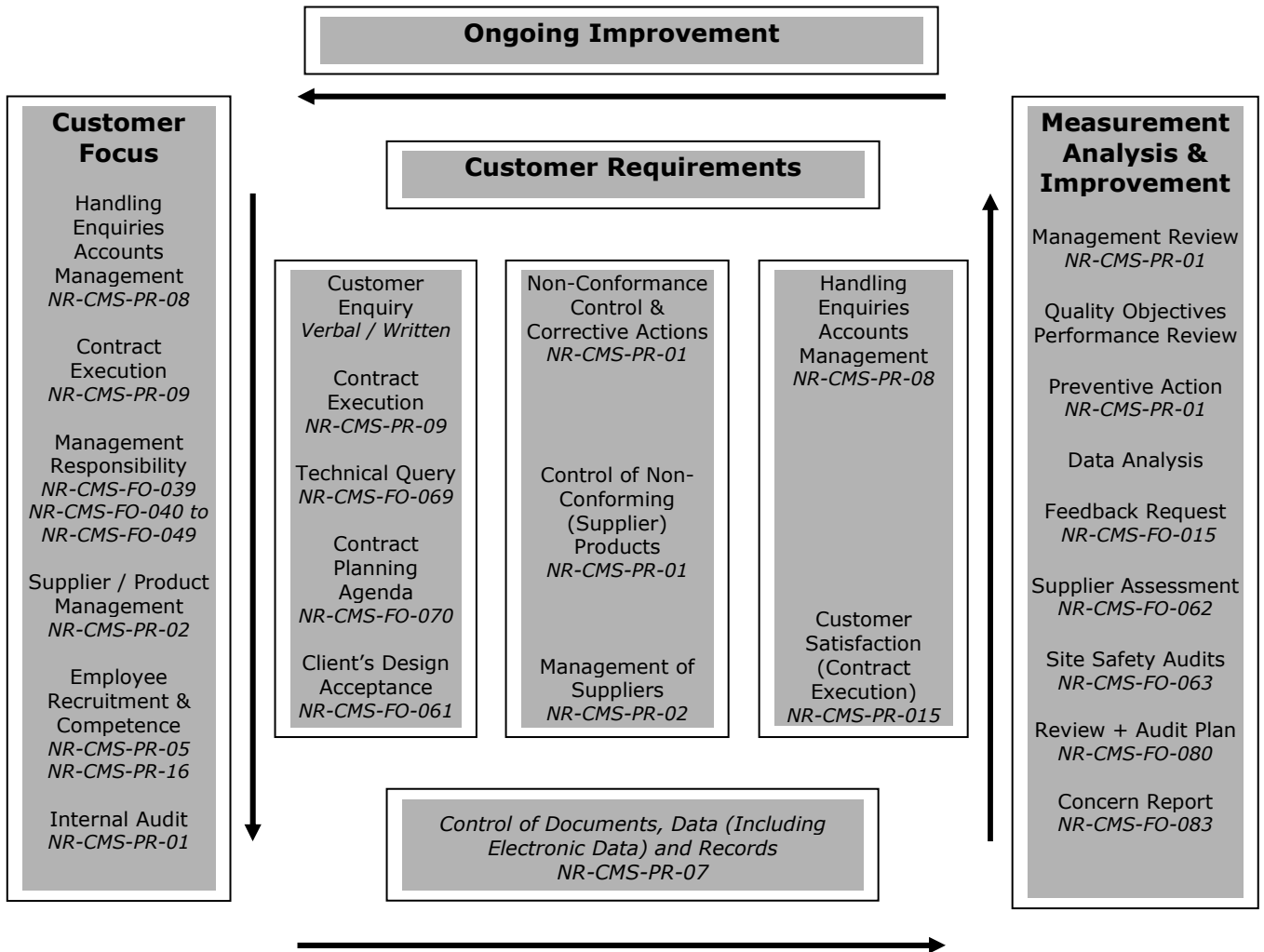
Novus Rail does not need to undertake Validation of Special Process as it does not carry out any processes that could not be verified by subsequent monitoring.





Overview of Key Process Interactions

Set out below are the key processes of the business administration cycle within the Company.



Signed:

Mark McMahon, July 2019

