

# Quality Policy

Document no.	POL-MS01
Rev No.	1.3
Date Reviewed	26/09/25

## Quality Policy

The management of Passive Fire NZ have defined and documented the following commitment with respect to quality. Every staff member has the responsibility to ensure that the intentions of this policy statement are understood, applied and maintained within their own activity area. Passive Fire NZ have made a commitment:

- To develop and maintain the processes needed to produce a level of construction and project management of a consistent standard of quality and at competitive cost.
- To foster good relationships with clients by effective communications with clients and encouraging feedback.
- To continually improve the effectiveness of all internal process and management systems.
- To document and measure quality objectives and targets through internal audit and management review.
- To deliver passive fire services and solutions in accordance with the specifications and requirements of our clients.
- That every employee constantly aims to improve the overall quality of Company systems, solutions and services.
- To compare their actual performance with the expected performance based on the KPIs and contract terms

By adopting this philosophy, the clients of Passive Fire NZ will be assured of an excellent standard of completed projects and services in accordance with specifications and contracts. Management has the ultimate responsibility to maintain the quality policy and shall promote all initiatives to attain and improve quality to:

- Give all personnel adequate information and training to enable all tasks to be undertaken with a consistent standard of quality.

# Quality Policy

Document no.	POL-MS01
Rev No.	1.3
Date Reviewed	26/09/25

- Ensure that excellent relations between the Company and employees are maintained.
- To optimise technology via app management systems and data analytics to ensure quality data is captured, allowing for Fire Engineers and Council signoff.

Date last reviewed: 26.09.25

Document approval by:

PFNZ Founder and Managing Director,

Awen Guttenbeil

Signature:

