

Rigby Morrison FM Ltd – Quality Assurance Policy

Rigby Morrison FM Ltd, is committed to providing expert advice to all our clients. We work collectively as a team to ensure that we provide prompt specialist support that is tailored specifically to each of our clients.

Scope

It is the overall responsibility of Rigby Morrison's board for establishing and implementing this quality policy throughout the organisation. All colleagues employed by, or working on behalf of, Rigby Morrison are responsible for promoting Quality, as well as ensuring they have a full understanding of the quality policy within the activities they perform.

Business

Rigby Morrison FM Ltd is committed to fulfilling all contractual, Statutory, business, and other applicable requirements through the establishment of an effective Integrated Management System. Within this management system will be a comprehensive suite of policies and processes implemented and reviewed at regular intervals, and even sooner if legislative changes are necessary. Access to our Policies is available to all, and all amendments are communicated to all personnel working for, or on behalf of, Rigby Morrison.

Rigby Morrison has been founded on the basis that Quality is paramount to achieving our values and mission statement and at the heart of that are our people. Therefore, as a company we focus on continual improvement and support functions, using our quality principles to guide performance improvements and to develop our team, to better support our clients. We ensure that Quality is fundamental to our business objectives and this is handed down at the appropriate level to all of our employees to help them achieve the core company values and succeed within our business as part of the team and as individuals.

Approval

This Policy, and the associated processes and procedures, are approved by the Managing Director on behalf of the Board as the authority for our Quality documents within the company.

Review

This policy will be monitored regularly and will be reviewed annually.

Signed:



Andrew Shepherd
Managing Director
Rigby Morrison FM Ltd
01 March 2025