


<b>RETECON GROUP</b>		Document No:	SHEQ 001
		Revision No:	3
Document Title: <b>SHEQ POLICY</b> <b>(Safety, Health, Environmental, Quality)</b>		Date of Revision:	24 October 2017
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**QUALITY OBJECTIVES:**

We are committed to: -

- To be recognised as the leading Machine Tool supplier in South Africa.
- A quality service, which complies with customer specifications and requirements.
- Improve turnaround time on meeting customers' needs and requirements.
- Reduce comebacks from Customers
- Improve Customer Satisfaction
- Increased Market Share
- Decreased defective service delivery / workmanship


Pursue excellence by: -

- Selling products of world-class manufacturers or providing a service that meets world class criteria and standards.
- Training our employees to meet the criteria and standards of a world-class Service Provider.
- Involving our employees in all aspects of world-class service provision.
- Providing the resources necessary to achieve a quality service.
- Creating a safe working environment.
- Creating a positive, constructive attitude in all areas through communication.
- Provides the basis for continuous improvement towards world-class standards.

Do it right the first time, every time.

Our aim is to: -

- DEFINE what is to be measured.
- DETERMINE the unit of measure and the procedure by which it is obtained.
- ESTABLISH the desired level of conformance to standard set.
- PERFORM the measurement in the most economical way and compare it to the desired level.
- ACCEPT or REJECT the service or recommend action to modify the Service or Process.

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**SHE OBJECTIVES:**

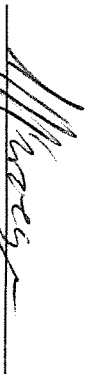
The Management and Employees of the Retecon Group of Companies believe it is the right of every person to work in a Healthy and Safe environment.

We recognized that the long-term future of our operation depends upon the sustainable use of natural resources and on the good health and well-being of our employees and the broader community.

We therefore regard Health and Safety issues as an integral part of our operation and consider continual improvement of our Health and Safety performance to be a key business objective.

- To integrate into our business practices a comprehensive Health and Safety system, which ensures management accountability;
- To focus on **Risks Assessments to eliminate or reduce** personal, financial and environmental risks to business, employees and persons not employees, but who may be directly affected by the activities of the business;
- To attain the highest possible degree of physical and mental welfare of all our employees through active intervention and preventative programmes such as: -
  - Regular meetings with the Medical Aid Representative
  - Blood Donations
  - Monthly B12 injections
  - Smoke Enders
  - Regular Medicals for Technicians
- **To establish effective communication measures such as:**
  - **Toolbox Talks**
  - **Awareness Training**
  - **Other relevant safety information to promote active participation and coordination of the communication between employee and management.**
- To strive for personal commitment to the programme at all levels of the company through training and by encouraging the active participation of employees in addressing Health and Safety issues;
- To audit company Health and Safety performance on a regular basis, introducing corrective and preventative actions where necessary.

This Policy will be reviewed annually.

  
 Mr. Chris Kroeger  
 Group Managing Director

28/10/2017  
 Date