# **Termoparts**

#### QUALITY CONTROL POLICY

Termoparts Equipamentos Industriais ME shall strive to provide excellent service to every customer through the continuous development of our quality management system.

The Management of this company recognizes that the quality of our services shall not be compromised. To achieve these objectives, full support and unreserved commitment of executive management is given to:

- a. The implementation of an effective documented quality control system, in order to gain control over all activities that can affect service and product quality.
- b. Promote awareness by all personnel that the achievement of quality depends on the contribution of each individual.
- c. Satisfy customer requirements, improve Productivity, reduce Non-Conformance and Increase profit.
- d. Improving turn-around time.
- e. Improving Employee development.
- f. Aim to achieve Zero Defect.

Termoparts ME policy is based primarily on the continual improvement of our suppliers and our own Management System.

#### QUALITY CONTROL PLAN

The following items comprise our Quality Control Plan:

1. All work will be performed in accordance with the Contract Requirements. Termoparts ME will maintain an Inspection System which assures compliance with the contract requirements. Any indication of system deficiencies whether discovered as a result of the client's or Termoparts ME

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checks and tests, will result in modification to the system to correct these deficiencies.

- This QCP does not endeavor to repeat or summarize 2. contract requirements. It describes the process which Termoparts ME will use to assure compliance to those requirements. The QCP documents broad categories of contract work in accordance to the standard regulations of ABNT, CTI and other applicable regulations parties. It is understood that the level of QC accountability and control exercised by Termoparts ME on these items will be consistent with the details of the execution plans.
- The Designated Director has overall responsibility for the 3. successful completion of the project.
- The assigned Job Supervisor (JS) will be responsible for 4. overseeing day to day works operations from a QC standpoint and report to Designated Director on a daily basis. The JS will assure that all required tests and documentation are completed, and the results submitted in the time frame required. The JS is empowered to suspend any operations which deems to be in non-compliance with the contract, and/or order corrective measures to assure compliance. The required Daily Inspection records will also be completed by the JS.
- As the number of operations or their dispersion on the 5. project starts to overextend the Quality Control Team (QCT), QC responsibilities will be specifically assigned Termoparts EM supervisory personnel responsible for given operations; or an assistant to him will be provided. In either case, standards of application of the QCP will be the same. The names and relevant details of any personnel assuming QCP responsibilities will be submitted to the parties in advance.

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6. Termoparts ME has experienced and highly professional staff that are used to the responsibility entailed by the QC requirements. We therefore do not anticipate any personnel or training problems in complying with them. If any such problems occur, Termoparts EM will take whatever action are necessary to correct them including retraining, providing more supervision or removal of poorly functional personnel.

### **PROCEDURES**

### <u>Preparatory Phase</u> –

QCT will go over execution plan before commencement of project to ensure all materials to be used comply to the quality standards as required in contract.

All equipment to be used must be calibrated, certified, inspected and records to be signed.

All PPE (personal protective equipment) to be checked and reissued if necessary.

All Induction Training to be completed and signed.

Fall Protection Plan reviewed, and necessary Scaffolding erected and inspected.

Safety Harnesses issued and records signed.

## Startup Phase –

All relevant documentation to be signed and approved, Bar chart on projected work progress and start and finishing dates to be submitted.

Safety File completed and submitted to Production Engineer for auditing.

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### Production Phase -

After startup, Supervisor will be responsible for:

Continuous monitoring of QCP Daily Inspection Data sheets Daily Risk Assessment and Fall Protection Plan Daily toolbox talks Safety

Confirm weekly site safety meeting

Monitoring of work progress according to projected Bar Chart.

All applicable tests will be documented in tabular form showing date, time, location, grading and test results

PE to be informed after completion of each phase (inspection date to be confirmed if needed)

Final Inspection date to be confirmed with PE.

## Completion of Project

Submitting of Final Inspection results, Completion Certificate, Invoice, and Final Bar Chart with start date and completion date, all documents to signed off and submitted to Local Branch for processing off Payment.

Termoparts ME CQ Team