

# Appendix B Quality Policy

## Universal Polymer & Rubber, LTD.

<b>Quality Objectives</b>	<b>Quality Policy Statement</b>
Zero Defects 100% On Time Delivery 100% Customer Satisfaction	To meet or exceed all requirements through continual improvement and striving to meet our objectives
<p>Universal Polymer &amp; Rubber, LTD. is committed to:</p> <p>Developing and implementing the quality management system and continually improving its effectiveness through communication, establishing and upholding the quality objectives, conducting management review meetings and ensuring that the needed resources are available.</p> <p>Providing resources needed to provide products and services that meet or exceed our customer's requirements such as buildings, workspace, utilities, equipment, communication, confidentiality and personnel.</p> <p>Ensuring that all communication processes are established and implemented regarding the effectiveness of the system.</p> <p>As the top management, we also would like to communicate to all employees the importance of meeting our customer requirements as well as any governmental statutory and regulatory requirements.</p> <p>Each employee must realize the importance of their job performance with regard to meeting the requirements of our customers' and our quality policy and objectives. Risk of Not meeting these requirements have a negative impact on our business and our customers.</p>	
<p>It is important for all employees to be aware and understand:</p> <ul style="list-style-type: none"><li>• Each employee has the authority to stop a process based on a non conformance.</li><li>• Ensure that all documented information is controlled with dates and approvals.</li><li>• Ensure that any measuring devices are calibrated when used to verify product.</li><li>• Understand the Quality Policy and how you support it in your job.</li><li>• Know how you have been trained to do your job, either through experience, on the job training or education.</li><li>• Ensure that all product is properly identified and the status is clear.</li></ul>	
<p>Approved by: Keith Knight Issue Date: 8/1/2017</p>	