

QUALITY MANAGEMENT POLICY

NEATO Employment Services Pty Ltd is an employment service provider specialising in the development and supply of job seekers quickly, professionally and cost effectively to registered training organisations for development and to local employers to secure sustainable employment.

Quality and reliability of our services are the responsibility of everyone at NEATO Employment Services. Every area of the Company has quality related responsibility and a “do it right first time” approach.

NEATO Employment Services Management and all employees are committed to attaining business success and excellence by achieving our objectives:

- ▶ To fully satisfy the stated and implied requirements of our customers, job seekers and legislation;
- ▶ We commit to the monitoring, recording, review and the continuous improvement of the effectiveness of NEATO’s Integrated Management System;
- ▶ We commit to review our quality objectives at least annually;
- ▶ Ensuring that all personnel understands and meets all our customer and client requirements as per the jobactive deed and NEATO’s Integrated Management System;
- ▶ We aim to maintain a safe workplace for our employees, visitors and the community;
- ▶ To deliver our services in an environmentally responsible manner; and
- ▶ NEATO’s Integrated Management System objectives are communicated through job descriptions, procedures, periodic training (e.g. Client Free Day) and review.

We achieve these objectives by operating in accordance with our Integrated Management System, which incorporates requirements for efficiency, quality of service, health and safety and the environment.

Our Integrated Management System is established and maintained to comply with the requirements of ISO 9001 for quality.