		Integrated Management System	
		<b>IMS Policy</b>	
<i>Approved by</i>	<i>Document Last Reviewed</i>	<i>Document Version</i>	<i>Document Number</i>
M. Manicum	19 January 2024	01	IMS-PO- IMS Policy

## 1. PURPOSE OF THE POLICY

Naidu Consulting (PTY) LTD, herein referred to as "the Company," acknowledges the significant impact its operations in Civil, Structural, Water, and Social Engineering sectors have on both individuals and the environment. The Company is dedicated to continually enhancing the effectiveness of its Integrated Management System (IMS), focusing on pollution prevention, injury and illness reduction, and the advancement of Health & Safety measures, along with effective Quality Management.

## 2. SCOPE OF APPLICATION

This Policy applies to all staff working for the Company which includes all permanent, and temporary staff, fixed-term staff, and agency workers who are subject to the conditions and scope of this policy.


## 3. DEFINITIONS

- 3.1 IMS:** Integrated Management System - integrates all an organization's International Organization for Standardization (ISO) systems and processes into one complete framework.
- 3.2 ISO 9001:** Is the internationally recognized standard for quality management. It helps organizations of all sizes and sectors to improve their performance, meet customer expectations and demonstrate their commitment to quality. Its requirements define how to establish, implement, maintain, and continually improve a quality management system (QMS).
- 3.3 ISO 14001:** Is the internationally recognized standard for environmental management systems (EMS). It provides a framework for organizations to design and implement an EMS, and continually improve their environmental performance.
- 3.4 ISO 45001:** Is an international standard that specifies requirements for an occupational health and safety (OH&S) management system. It provides a framework for organizations to manage risks and improve OH&S performance.

## 4. PROCEDURES

The management at Naidu Consulting embodies a commitment to excellence, aligning with the Company's vision and mission. Our team, are a blend of seasoned and emerging professionals, advancing innovation, community development, and quality.

As a leader in providing high-quality, economical, and innovative engineering solutions, Naidu Consulting is renowned for its social and environmental consciousness.

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Integrating Safety, Health, and Environmental protection into our planning and decision-making processes, we operate ethically, balancing Economic, Social, and Environmental considerations.


Our policies, procedures, and objectives encompass effective process management, safeguarding employee health and safety, and nurturing a proactive, diverse and inclusive company culture.

**4.1 To achieve our objectives of zero incidents, no environmental harm, and effective quality management, we:**

- Adhere to all relevant local and international laws, regulations, and standards;
- Pursue continual improvement across all aspects of our IMS by setting, monitoring, and revising objectives at every level;
- Address the needs and expectations of our clients and stakeholders;
- Deliver professional engineering services promptly and efficiently, which are always mindful of our clients, stakeholders and community needs;
- Promote a consultative approach, encouraging and recognizing staff input into IMS issues, actively promoting the reporting of all accidents, incidents and near misses for the benefit of all;
- Integrate IMS responsibilities into daily work practices, leading by example;
- Educate employees on their individual responsibilities through training and awareness initiatives;
- Monitor all aspects of the IMS via inspection and auditing, both internally and by external parties;
- Ensure that all risks that could affect these goals are identified and eliminated, if not possible, reduced to an acceptable level and then controlled;
- Prevent environmental pollution and conserve natural resources wherever possible;
- Provide adequate resources to ensure the IMS can be achieved and maintained;
- Complete systematic reviews of all incidents and share all key findings to improve current working practices to prevent future recurrences; and
- Review this policy on a regular basis, when significant change to the business occurs or following an incident to ensure that it remains suitable & sufficient to the needs of the Company and other interested parties.

**4.2 Responsibilities**

Management, supported by the Board of Directors, are chiefly responsible for ensuring strict adherence to this policy. They oversee the organization and the arrangements within their control and responsibility domains.

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All individuals entering Naidu Consulting premises must exercise due care for their own safety and that of others affected by their actions.

Full and effective compliance with the legal duties placed on Naidu Consulting is achieved with the active involvement of all its workforce. This includes the full support and cooperation of all employees and contractors.

This policy is made available to all interested parties through the organization’s available communication channels.

## 5. CONSEQUENCES OF NON-COMPLIANCE

It is essential that all staff comply with all relevant parts of this policy. Any failure to comply with this policy could have serious consequences for the Company and its employees. Failure to comply may lead to: disciplinary action, for serious or repeated breaches; civil or criminal proceedings; and/or personal liability for those responsible.