



# Quality Policy Statement

*Style Office Solutions Ltd is a business committed to openness in communication, integrity in serving our customers, fairness and concern for our employees and responsibility to the communities within which we operate. Our vision is to exceed customer expectations for quality, safety, sustainability, cost, delivery and value. Our scope of service is "The supply and installation of office furniture, supply of office stationery products, machines, consumables and drawing office supplies". Additionally, we are dedicated to creating a profitable business culture that is based on the following principles:*

## **OUR PEOPLE**

*Style Office Solutions Ltd is committed to equality in employment opportunity and rewards, embracing wholeheartedly the cultural diversity within our community. Our employees' welfare and interests are foremost throughout all aspects of our business and how we conduct our affairs. Style Office Solutions Ltd is committed to creating and nurturing an environment of success based on honesty and integrity, individual growth and equal opportunity and providing a safe and secure work environment.*

## **OUR CUSTOMERS**

*Customer needs are paramount and represent the highest priority within our business. Our obligation is to proactively seek out and define customer needs while addressing all requests expeditiously without creating false expectations. We are committed to constantly looking for continual improvement through regular director and management reviews.*

## **OUR COMMUNITY**

*Style Office Solutions Ltd believe in the practice of social responsibility and encourage similar behaviour in our employees and suppliers. We proactively comply with all applicable safety, environmental, legal and regulatory requirements to which we subscribe.*

## **OUR QUALITY**

*Beginning with a clear definition of customers' expectations, we strive to consistently meet or exceed them. We review our business and its procedures quarterly to enable us to continually improve the quality of our services and products we supply. We adhere to all applicable standards and customer specific requirements and endeavour to provide processes that ensure we achieve this in order to build a robust business. This quality policy alongside the organisation quality management system provides a framework for setting objectives.*

Signed on behalf of the Board of Directors and Management of

**Style Office Solutions Ltd.**

A handwritten signature in dark ink, appearing to read "Duncan S. Page", is written over a light blue diagonal line.

**Duncan S. Page**  
Director

Date: 24/11/2019

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