

BUSINESS MANAGEMENT SYSTEM MANUAL



A dedicated member of the **AVR** Group

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GENERAL

The purpose of this manual is to document Company Policy across the business that affects the Quality of all products and other related services. It defines the quality related responsibilities of key personnel at Board Level and the organisational structure necessary to affect these policies.

This Policy Manual represents the top-level document in the Fusion Group Business Management System. The Policy Manual is supported by procedures, process flows and work instructions / standard operating procedures.

The documented business management system is intended as a means of providing continuity of operations despite changes in personnel and can therefore be used as a training document for all new starters.

The Company adopts the Business Management Standards ISO 9001 and ISO 29001 as its basis for Quality Assurance.

The contents of this manual are not to be construed as being contractually binding. The Company reserves the right to change its policies and procedures, from time to time, as seen necessary in the light of experience.

This document is strictly confidential to the recipient and should not be disclosed to other parties outside the Company without the written permission of a Company Director.

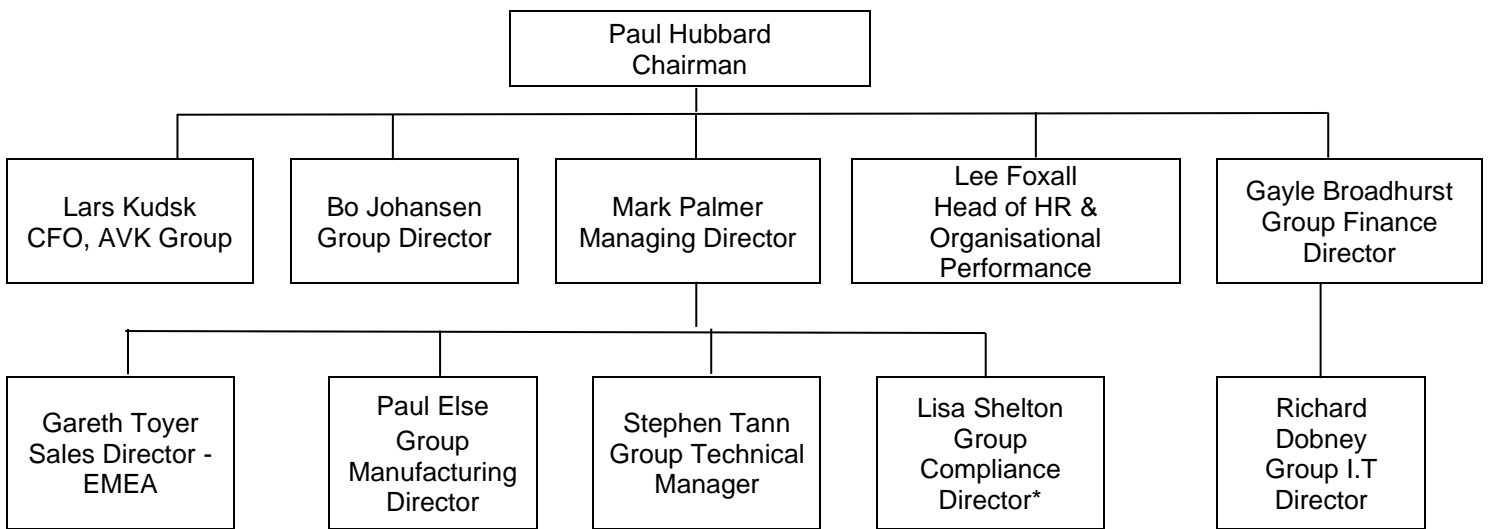
DEFINITIONS

1. Fusion Group Limited consists of the business units as identified on the structure on page 4 of this document.
2. The following are identified as the areas of the company that are being formally assessed by a 3rd party Certification Body with United Kingdom Accreditation Service (UKAS) accreditation.
 - a. Central functions are defined as:
The Test Laboratory, R&D, Finance, Administration, Purchasing, Information Technology, Human Resources, Payroll, Facilities Management and the Compliance function.
 - b. International Sales cover sales for the UK and overseas
 - c. The Global Distribution Centre is UK Warehousing and Distribution
 - d. Fusamatic Division is the UK Manufacturing plant
3. The Company refers to Fusion Group Limited
Manufacturing Division is defined as a manufacturing or service providing centre within the Company
A Central Function is defined as an entity that provides a service to the rest of the company. The Quality System refers to the; documented Policies, Procedures, Process Flows, Work Instructions, Standard Operating Procedures, Records and Documents referred to in the Company Manuals and is the means by which the Quality of Products and Services are controlled, maintained and continuously improved.

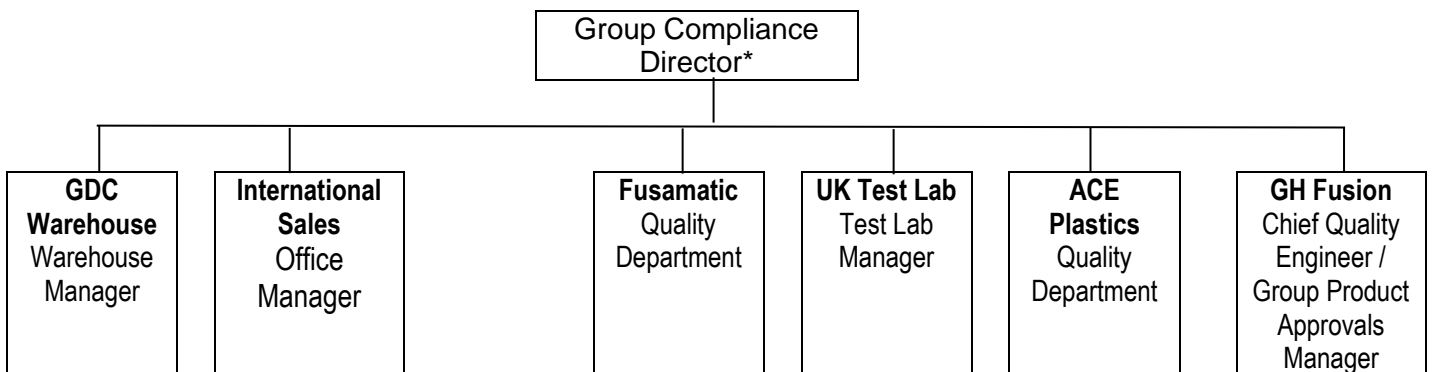
Fusion Group Limited - Structure



Directors / Leadership Team Structure



Quality Assurance Structure



The Directors Structure is defined as the “Top Management”.

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*The Group Compliance Director is the designated Management Representative for all areas and reports directly to Mark Palmer – Managing Director.

Fusion Group Limited fully intend to adopt a policy of continuous improvement and will where possible implement best practice throughout its business.

Fusion Group Limited has determined and understood the needs and expectations of interested parties and from that have established the boundaries to determine the scope of the Quality Management System which is detailed below.

Boundaries

The boundaries of the QMS have been established as follows:

- R&D:
 - ACE Plastics do not conduct any design and development activities, this is all done by the UK
 - The activities contained within the storage and distribution units group wide do not include design and development as this activity is carried out within the UK manufacturing division
- Travel, Sales and Distribution:
 - The boundaries for travel, sales and distribution are restricted to the sanctioned areas identified by the Insurance Companies and relevant country product approvals
- Customer Property:
 - The company does not incorporate any Customer property into any of its products / assemblies etc. nor does it store any property / components belonging to Customers.

Scope

The scope of the QMS has been established as follows:

- The design and manufacture of polyethylene electrofusion and spigot fittings and fabrications for the use in the gas, water, sewerage, petroleum and industrial markets
- Lot traceability system for raw materials / components
- The storage and distribution of multi utility materials and associated supply chain management

Procedures

Within Fusion Group Limited's Business Management System the following documented procedures will be applied:

- Pro 001 Document Control
- Pro 002 Control Of Non Conformities
- Pro 003 Control of Records
- Pro 004 Internal Audit
- Pro 005 Corrective Action
- Pro 006 Preventive Action
- Pro 007 Training
- Pro 008 Awareness and Communication
- Pro 009 Emergency Preparedness and Response
- Pro 010 Project Management
- Pro 011 Supplier Approval and Assessment Procedure
- Pro 012 Context Of The Organisation
- Pro 013 Capital Expenditure Request Procedure
- Pro 014 Communication of New Products and Product Approval Updates
- Pro 015 Site Maintenance, Legal Statutory Inspections
- Pro 016 Preservation, Handling and Assessment of Stock
- Pro 017 Engineering Project Management
- Pro 018 Sales and Operations Planning
- Pro 019 New Product or Component Approval Procedure
- Pro 020 Ordering & BRT process for Factored Goods
- Pro 021 Calibration
- Pro 022 Monitoring and Measuring Resources

Interaction of Processes

Within Fusion Group's Business Management System the following documented QMS Plan and Process Flow will be applied:

- GQP001 Group QMS Plan and Process Flow



Policy Statement

Quality Policy

The Fusion Group strategy is to become the customers' preferred partner as the leading innovator, manufacturer and supplier of products and services for gas and water polyethylene pipeline systems, worldwide.

Our purpose is to build a Lean culture of a sustainable continuous improvement mindset across the Fusion Group in order to fulfil customer needs in the shortest time, with minimum stock, focusing on aligning, simplifying and improving processes.

We are committed to supplying products and services, which meet Customer, Stakeholder, statutory, and regulatory requirements and comply with all relevant Standards and Approvals for the industries within which we work. We aim to ensure that the products and services that we supply give our Customers continuing and satisfying results.

The Company adopts the Business Management Standards ISO 9001 and ISO 29001 as its basis for Quality Assurance. The Group Compliance Director is the nominated Management representative for ensuring that the requirements of these standards are met and that areas for improvement are identified through the audit system. Assessment against these standards will be via a recognised independent authority with accreditation with the United Kingdom Accreditation Service. On an on-going basis, each business unit within the company will be assessed, according to its needs. The scope of individual assessments will vary depending on the main activity of each business unit being assessed.

Measurement will be against targets set for each part of the business which may be financial, strategic or based on a market share, this being dependant on each sector of the business. Quality objectives will be established and reviewed in line with the quality policy and any changes will be identified at the management review meetings and communicated out.

As part of continuous improvement, the Business/Quality Management System will be reviewed by Top Management at the Management Review Meetings which take place at least annually to ensure continuing suitability, adequacy and effectiveness of the system.

Signed *Mark Palmer*



Date 19/01/2024

Managing Director

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The signatures in this document are legally binding. The document is signed with Addo Sign secure digital signature.
The signer's identity is physically registered in the electronic PDF document and shown below.
All times are given in Coordinated Universal Time (UTC).

Signers



Mark Palmer
Group Managing Director

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Documents in the transaction

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