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Quality Policy

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PURPOSE

The purpose of any policy in MEG Offshore Ltd is to clearly state towards all stakeholders, internal and external, how MEG Offshore Ltd governs itself on important issues. The purpose of the Quality policy is to state the methods, management and governance on all matters concerning improvement and control on business processes and responsibilities.

SCOPE

The policy covers all of MEG Offshore Ltd entities including subsidiaries. It focuses on:

- Quality leadership and management
  - Top management responsibility
  - Governance
  - Resources
- Continuous Improvement
  - Method, tools and responsibility
  - The use of Audits and Management Reviews
- Records, Documentation and Measurements

GOVERNING DOCUMENTS

3.1 Laws

- National Law where MEG Offshore Ltd operates, as reflected in industry and customer demands.

3.2 Standards and contracts

- Industry standards which require of MEG Offshore to maintain a management system focused on working with Quality, maintaining a necessary set of good practices (procedures) on leadership, continuous improvement, customer focus, product and performance control.
- Customer requirements which require of MEG Offshore Ltd a contract review and project delivery QHSE plan according to local law and best practices wherever and in whatever mode of delivery we operate, reflecting the customers' focus and the particularities of any site.

POLICY

4.1 Customer focus

We are committed to understand our customers' needs, and to provide them with quality products and services meeting specified/contracted requirements and our customers' expectations. MEG Offshore Ltd focuses on continued improvements of the Quality Management System through fact-based refinement of processes and the organisation's capabilities.

4.2 Leadership

Leaders establish unity of purpose and direction of the organisation. Leaders aim to create and maintain the internal work environment in which people can become fully involved in achieving the organisation's objectives. This includes clearly displaying the processes, functional descriptions, responsibilities and supporting with qualified resources.

4.3 Involvement of people

People at all levels are the essence of an organisation and their full involvement enables their abilities to be used for the organisation's benefit. MEG Offshore Ltd believes that motivated, committed and involved people create the best value for the customer and within the organisation. MEG Offshore Ltd believes that innovation and creativity furthers the organisation's objectives. MEG Offshore Ltd believes that people should be accountable for their own performances and be eager to participate in and contribute to continuous improvement.

We work continuously with a learning culture where people freely share knowledge and experience, and openly discussing problems, issues and solutions.

4.4 Process approach

A desired result is achieved more efficiently when activities and related resources are managed as a process. We believe process focus leads to lower costs and shorter cycle times through effective use of resources and higher quality through improved, consistent and predictable results.

We systematically define the activities necessary to obtain a desired result. Then we align the chain of activities with:

- Responsibilities and accountability
- Analysis and Measurements of capabilities
- Clear interfaces of key activities within and between the functions of the organization

4.5 Systematic approach to management

MEG Offshore Ltd believes in identifying, understanding and managing interrelated processes as a system contributes to the organisation's effectiveness and efficiency in achieving its objectives. High-level processes are in place to oversee effectiveness and level of quality, but also to safeguard regular assessments of the whole system's performance.

We are able to focus effort towards the key processes. We should also be able to transfer this confidence to interested parties as to the consistency, effectiveness and efficiency of the organisation.

4.6 Continuous improvement

Continuous improvement of the organisation's overall performance and QHSE objectives is a permanent objective of the organisation. We want to employ a consistent organisation-wide approach to continual improvement and provide people with training in the methods and tools of continual improvement.

We have established goals to guide, measure and track continual improvement and we recognise and acknowledge improvements.

4.7 Factual approach to decision making

Effective decisions are based on the analysis of data and information. MEG Offshore Ltd believes in informed decisions, and the ability to demonstrate the effectiveness of past decisions through reference to factual records.

We stress our ability to review, challenge and change opinions and decisions by learning from changes in factual measures. We ensure that data and information are sufficiently accurate, reliable and accessible to those who need it.

We strive to analyse data and information using valid methods and make decisions and take action based on factual analysis, balanced with experience and intuition.

4.8 Mutually beneficial supplier relationships

MEG Offshore Ltd and its suppliers are interdependent and in a mutually beneficial relationship, which we believe enhances the ability of both to create value for both. We want to uphold the flexibility and speed of joint responses to changing market or customer needs and expectations, and we want to optimise costs and use of resources.

We identify and select key suppliers and partners, and together we balance short-term gains with long-term considerations, and we can pool our expertise and resources with partners. We share future plans for the sake of establishing a joint focus on improvement activities. We inspire and aspire to encourage and recognise improvements and achievements by suppliers.

MEASUREMENTS AND TARGETS

MEG Offshore Ltd aims to measure with the highest possible degree of business relevance quality, with process performance being an integrated part. MEG Offshore Ltd ties the QMS to Key Performance Indicators. Targets not met on these types of measurements will automatically call for corrective and preventive actions.