

## Quality Assurance Policy

Omari Construction, LLC

Omari Const

#### 1.0 POLICY STATEMENT

This policy establishes the framework for the **QUALITY MANAGEMENT SYSTEM (QMS)** of **OMARI CONSTRUCTION, LLC**, is a multi-faceted general contractor. We are committed to consistently providing services and products that meet or exceed client and regulatory requirements.

Our **QMS** is designed to ensure continuous improvement and is aligned with the principles of **ISO 9001:2015.** Each **OMARI CONSTRUCTION** project begins by outlining responsibilities, documenting controls, scheduling, inspections, and acceptance criteria to maintain a high-quality project for **the Client.** 





# 2.0 Document Control and Record Keeping

All quality-related Documents, Reports, and Records shall be controlled to ensure their integrity, availability, and legibility.

#### 2.1 DOCUMENT CONTROL

- Identification: All documents will be uniquely identified with a title, document number, and revision date.
- **Approval:** Documents must be reviewed and approved by authorized personnel before issuance.
- **Distribution:** The latest revision of all documents will be available at points of use. Obsolete documents will be promptly removed to prevent unintended use.
- **Retention:** A document retention schedule will be maintained, specifying the minimum retention period for each type of document.





#### 2.2 RECORD KEEPING

- Creation: Quality records shall be created and maintained to provide evidence of conformity to requirements and the effective operation of the QUALITY MANAGEMENT SYSTEM.
- Storage: Records will be stored in a manner that prevents damage, deterioration, or loss.
  This includes secure electronic and physical storage.
- Accessibility: Records will be easily retrievable for review, audit, and verification purposes.

#### 3.0 CONTRACT REVIEW

Before accepting any contract, a thorough and systematic review will be conducted to ensure that all requirements are clearly defined, and that **OMARI CONSTRUCTION, LLC** has the capability to meet them.

**Customer Requirements:** 

During the document review, identify risks that may cause delays, nonconformities, and/or supply chain issues, and develop a mitigation plan and the strategies review will verify that all customer requirements, including specifications, standards, and delivery schedules, are understood and documented.

Technical and Legal Requirements:

All technical and legal requirements, including Building Codes, permits, and regulations will be identified and addressed.

Resource Availability:

The availability of necessary personnel, equipment, and materials to complete the project will be confirmed.

Discrepancies:

Any discrepancies between the bid and the contract will be resolved with the customer before the contract is signed.



#### 4.0 INSPECTION AND TEST PLAN

A project-specific Inspection and Test Plan (ITP) will be developed and implemented for each project. The ITP outlines the required inspections and tests at different stages of the project to ensure quality.







#### **Hold Points:**

The ITP will specify mandatory "hold points" where work cannot proceed until a required inspection has been performed and approved by a designated authority.

#### Frequency:

The ITP will define the frequency of inspections and tests, which may be continuous, periodic, or at specific milestones.



#### **Documentation:**

All inspections and test results will be documented on standardized forms, including the date, inspector name, and results.



PREFERRED
CONSTRUCTION PARTNER
SUPPLIER & SUBCONTRACTOR

## 5.0 SUPPLIER AND SUBCONTRACTOR OVERSIGHT

**Omari Construction, LLC** will select and monitor suppliers, vendors, and subcontractors based on their ability to consistently meet our quality standards.

#### **EVALUATION**

Potential suppliers, vendors, and subcontractors will be evaluated based on criteria such as reputation, past performance, certifications, and financial stability.

#### **MONITORING**

The performance of approved suppliers, vendors, and subcontractors will be monitored through regular evaluations, including reviews of their work and adherence to project specifications.

#### **CORRECTIVE ACTION**

Corrective actions will be taken when a supplier, vendors or subcontractor fails to meet quality requirements. This may include additional oversight, formal warnings, or removal from our approved list.

#### 6.0 MATERIALS VERIFICATION

All materials and products used on our projects will be verified to ensure they conform to specified requirements.

#### - Receiving Inspection:

Materials will be inspected upon receipt to check for damage, quantity, and compliance with specifications.

#### Documentation:

Material certifications, test reports, and other relevant documentation will be reviewed and maintained.

#### Non-conforming Materials:

Non-conforming materials will be clearly identified, segregated, and documented to prevent their unintended use. They will be disposed of or returned to the supplier as appropriate.



## 7.0 QUALITY CONTROLS

EFFECTIVE QUALITY CONTROLS WILL BE IMPLEMENTED THROUGHOUT THE PROJECT LIFECYCLE TO PREVENT NON-CONFORMITIES AND ENSURE QUALITY.



#### **WORKMANSHIP:**

#### **IN-PROCESS CHECKS:**

## CORRECTIVE AND PREVENTIVE ACTIONS:

Work will be performed according to project drawings, specifications, and industry standards.

Supervisors and foremen will conduct regular in-process checks to monitor work quality and identify potential issues early.

A system will be in place to identify, document, and resolve non-conformities. We will analyze the root causes of non-conformities to implement preventive actions and avoid recurrence.

### 8.0 TRAINING PROGRAM



Training needs will be identified based on project requirements, employee roles, and performance evaluations.

#### **TRAINING DELIVERY:**

Training will be provided through various methods, including on-the-job training, formal courses, and workshops.

#### **COMPETENCE:**

The competence of all personnel performing work affecting quality will be verified and documented.