Quality Policy

The basic orientation of [organization’s name] is to be recognized for quality in [write in the area of industry in which the organization is involved].

This will be achieved through:

- Management of organization, along with employee-established quality objectives and defined responsibilities for their fulfillment
- [Current organizational policies and procedures]
- [Training and applying new technologies, and educating employees]
- Pursuing legal and standard requirements
- [Current organizational policies and procedures]
- Commitment to increase quality of [product/service] in order to exceed customers’ expectations
- Making continuous improvement a part of every day and every job
- [Current organizational policies and procedures]
- Continuously upgrading the Quality Management System in all stages ranging from [order receipt, production, shipment to activities after shipment].

[job title]
[first and last name]

[signature]

Comment [9A1]: Adapt to organization’s business.
Comment [9A2]: These are example statements of how the company will meet quality goals.
Comment [9A3]: Only necessary if document is in paper form.