Management Systems Certification Audit Summary Report for:

Tec-Ties Limited

Report Completed By:	Rachael Scholfield
Audit Date(s):	08 October 2025
Standard(s):	ISO9001:2015 ISO14001:2015
Audit type:	Initial Certification Audit
Client Address:	Hague Bar Works, Hague Bar New Mills, SK22 3AT

Audit Outcome Summary

Date Report issued:	10 October 2025
Total no. of Findings Raised:	1 OFI
Auditor Recommendation:	Issue Certificate(s)
Next audit Date:	October 2026
Final Outcome:	Pass
Notes / Comments:	Site audit.

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Confirmation of Audit Details

The following details were confirmed at the start of the audit;

Audit address / Location(s): (If different from Client Address)			
Scope of Certification:	The Design and Manufacture of unique fixings for the Construction Industry		
Has scope been changed?	no		
Certificate details been changed?	no.	**New cert required?**	Choose an item.
Client details correct?	yes	**Update required?**	Choose an item.
Contact name and email address for report:	Chris Whitney chrisw@tecties.co.uk		
Notes / Comments:			

Assessment Participants

Name	Position
Chris Whitney	Sales Manager
Rachael Scholfield	Lead Auditor

Audit Report Introduction

This report has been prepared to summarise audit findings and also provide feedback and guidance that the auditor may feel is relevant or useful. In addition to this report the auditor may also provide informal feedback during the audit. If you have any questions about the findings detailed in this report, please contact us:

www.isoassured.co.uk | info@isoassured.co.uk | Tel: 0333 355 0860

Classification of findings / concerns that may be reported;

Finding Classification	What finding means
Major Non-Conformance (MNC)	This indicates that the auditor has found evidence of something significant, i.e. a legal compliance issue or complete lack / failure of management systems to meet requirements of the standard, which must be addressed and closed before certificate can be issued (existing certification may be suspended / withdrawn until resolved).
Minor Non-Conformance (NC)	This indicates that the auditor has established that there is a finding or concern which must be addressed and closed out. Details of how to respond to findings are detailed at the end of this report. **Note: More than 5 NC's in the same report constitutes a MNC.**
Observation (Obs)	This is something that the auditor thinks may need review or attention and could lead to an NC in the future but there was insufficient evidence to state with certainty that it was an NC at the time of audit. There is no limit to number of observations that can be issued and these usually do not require an immediate response but will be formally reviewed during the next surveillance audit.

Comments

As well as findings / concerns that will be summarised at the end of the report the auditor may also wish to formally raise other issues or comments (including issues out with the scope of the audit) and these comments can be added to the report but will not be included in the report summary as they do not require any response or action.

Opportunity For Improvement (OFI) / Recommendation	Recommendations for improvement or advice which may or not be within the audit scope.
Commendation	This indicates something that is very well managed or which the auditor would like to raise in the report as exemplary.

Audit Objectives and Criteria;

The objectives of this audit were:

- To assess the extent that the management system conforms with the requirements of the standard(s)
- To assess the effectiveness and suitability of the management system and documentation and to determine if following own documented procedures
- To review that the operations covered by the scope of this audit are meeting all applicable statutory and regulatory requirements

Disclaimer;

This report is based upon evidence viewed during the audit. Auditing is based on a sampling process of the available information and consequently there will always be an element of uncertainty present in auditing evidence, which may be reflected in the audit findings. Those relying or acting upon the audit results and conclusions should be aware of this uncertainty. ISO Assured ltd (isoassured) accepts no responsibility or liability for any loss, damage or expenses caused by actions taken based on findings in this report.

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Audit Evidence Summary

This section of the report details the evidence viewed during the audit and any comments including opportunities for improvement / recommendations or commendations will be detailed in the relevant place within this section. Where any findings or concerns are identified they will be highlighted in the confirmation of compliance table and details will be in the **Summary / Conclusions** section at the end of this report.

Introduction / Review of Previous findings

Opening meeting

Confirmed management system in accordance with ISO9001:2015 and ISO14001:2015

The organisation was seen to have established, implemented, maintained and be continually improving a quality management system.

Discussed confidentiality, NCRS and if the client had any questions.

Significant Developments at the company

The organisation is preparing for final assessment for CCPI accreditation. A new product management system has been created, and all staff have training on products and how to use the system.

Summary of Findings / Concerns raised in previous audit (if applicable)

No.	Classification	Summary of Finding
1	N/A	

Review / Closure of previous findings (if applicable)

< General Requirements >

Management System Documentation

Communications – Shared Drive

Sub folders

Management of Documented Information

This system has recently been integrated with its original ISO9001 system, this consist of process maps, documented procedures, policies forms and records.

Password protections on laptops. Chris has overall responsibility of the systems.

Scope & Internal / External Context

Witnessed Scope document M01 which also documents the wider scope.

IMS01 Integrated manual witnessed Internal external issues are recorded. Which includes reference to Carbon footprint.

As part of our Integrated Management System under clauses 4.1 & 4.2 we determine our internal issues and our external issues periodically. Some of our internal issues include:

- **Managing our IMS**
- **Manpower and resources**
- **Competition from our competitors.**
- **Continuity of work**
- **Meeting client timescales.**
- **Payment arrangements from customers.**
- **Carbon footprint**

Some of our external issues include but are not limited to: -

- **External providers' service levels**
- **Costs of materials for servicing**
- **Regulatory and legal**
- **Environmental concerns related to material sourcing and energy use and carbon footprint.**

Interested Parties & legal, contractual and regulatory obligations

Witnessed R09 Aspects & Impacts and legislation spreadsheet. Evidence sampled:

R08 Tec Ties Ltd – Interested Parties Matrix

Interested Party	Needs & Expectations	How Tec Ties Meets These
Employees	Safe working environment, fair treatment, job security, training, clear communication	Health & Safety policies, training programmes, employee handbook, regular briefings, open communication
Management/Directors	Compliance with ISO standards, profitability, efficiency, reputation	Strategic planning, management reviews, KPI monitoring, continuous improvement
Customers (builders, contractors, merchants, distributors)	High-quality, compliant products (UKCA/CE, BS EN standards), reliable delivery, fair pricing, support	ISO 9001 QMS, inspection/testing, supplier evaluation, customer feedback handling, on-time delivery monitoring
Suppliers (raw materials, packaging, logistics)	Timely payments, clear specifications, long-term relationships	Approved supplier list, purchase order system, fair payment terms, supplier audits
Regulatory Bodies & Certification Authorities	Compliance with building regulations, safety/product standards, ISO requirements	Product testing & certification, legal register, internal audits, external audits
Local Community & Authorities	Minimal environmental impact (noise, waste, emissions), job opportunities, safe operations	ISO 14001 EMS, waste management, pollution prevention, local recruitment, CSR initiatives
Shareholders / Owners	Sustainable growth, profitability, legal compliance, risk management	Business planning, risk assessments, compliance monitoring, financial reporting
Insurers / Financial Institutions	Risk management, legal compliance, business continuity	Risk assessments, insurance coverage, disaster recovery planning
Environmental Agencies (e.g., Environment Agency UK)	Compliance with environmental law (waste, emissions, storage), pollution prevention	Waste disposal records, emissions monitoring, environmental policy, legal compliance register

Legislation / Regulation	Summary of Requirements	Application to Tecties Ltd	Compliance Measures in Place	Frequency of Review
Environmental Protection Act 1990	Framework for control of pollution, waste management and statutory nuisance.	Requires proper storage, handling, and disposal of all wastes; prevention of environmental harm.	Waste segregated, stored securely, disposed via licensed contractors; staff training.	Annual / when changes occur
Waste (England and Wales) Regulations 2011	Duty of care for waste; hierarchy of prevention, reuse, recycling, disposal.	Segregation of waste streams including metals, packaging, and general waste.	Waste transfer notes, recycling arrangements, approved waste carriers.	Annual
Hazardous Waste Regulations 2005	Control and documentation of hazardous waste production, storage, and disposal.	Applies to solvents, oils, paints, coatings, adhesives.	Labelled hazardous waste storage, consignment notes, licensed disposal.	Annual
UK REACH Regulation	Registration, evaluation, and authorisation of chemicals to protect human health and environment.	Applies to chemicals used in surface treatments and coatings.	Supplier safety data sheets (SDS), risk assessments, COSHH compliance.	Annual
Control of Substances Hazardous to Health (COSHH) Regulations 2002	Control and safe use of substances hazardous to health.	Use of coatings, cleaning agents, lubricants, and other chemicals.	COSHH risk assessments, PPE, ventilation, staff training.	Annual
The Water Resources Act 1991	Protects surface and groundwater from pollution.	Prevents contaminated discharges from processes or spillages.	Bunded storage, spill response kits, emergency procedures.	Annual
Clean Air Act 1993	Controls emissions of smoke, dust, fumes, and gases into the atmosphere.	Emissions from heating, gas use, VOCs from coatings.	Maintenance of equipment, use of low-VOC products.	Annual
Air Quality Standards Regulations 2010	Sets limits for air pollutants to protect human health and the environment.	Fuel use in forklift trucks and heating systems.	Low-emission equipment, maintenance schedules.	Annual
WEEE Regulations 2013	Controls disposal of waste electrical and electronic equipment.	Applies to any electrical waste from maintenance or production.	Segregated WEEE disposal via licensed contractor.	Annual

Confirmation of Compliance

Evidence has been viewed to confirm the following requirements have been met;	
Management System Documentation suitable for the organisation and effectively managed	**Yes**
All company documentation and records effectively managed	**Yes**
Scope & Internal / External Context documented and appropriate	**Yes**
Interested parties (internal and external) needs and expectations identified and appropriate	**Yes**
Contractual and regulatory obligations considered and being met	**Yes**

Note: Details of any findings / concerns identified are included in the report **summary**

< Leadership, Commitment and Planning >

Company Policies

Resources made available for the system to be maintained, by top management demonstrating their commitment to this standard. Customer focus is emphasized.

Clear sign of customer focus, through discussions and the slide show which was presented during the audit.

Witnessed and sampled as evidence IP01, this is displayed in main hallway and welfare unit for staff. Signed and dated by Manging Director:



Witnessed and evidence sampled for insurance documents and awareness memo:



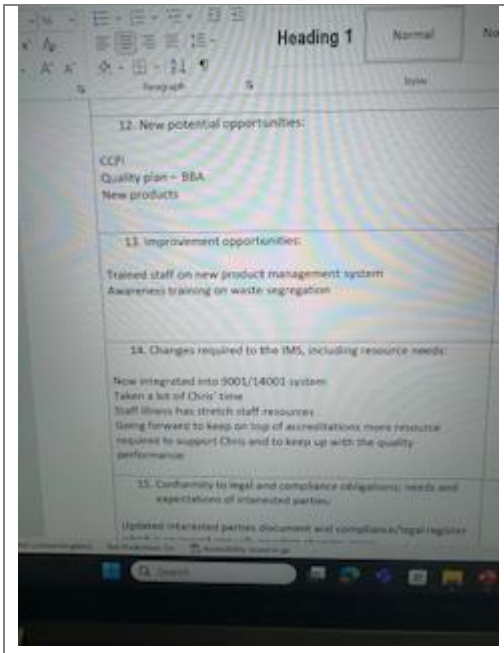
Roles and Responsibilities

Witnessed R06 Company Organisational Chart - Effective date 2024 Issue 1.

Job descriptions which Quality and Environmental system management duties.

Management Review and Objectives

The meeting followed an agenda and had minutes taken, held on Monday 29th September. Top management were in attendance.



Evidence sampled for integrated objectives:

R03 Quality Objectives 2025 - 2026

This document details the Quality Objectives for the Organization and its various departments for the coming year. Information regarding these objectives has been communicated to all interested parties and at all levels within our organization.

	Objective	Resources needed to achieve objective	Responsible for Achievement	Target Date	How results are to be evaluated	Evaluated by Whom
1	To achieve ISO 14001	Consultants	All	Oct 2025	Certification	ISO ASSURED
2	Production Planning	Administrators	All	Dec 2025	Month reporting	CW/MS
3	Finalise SOPs for majority of activities across business.	Administrators, Production Manager	CW/MS	Dec 2025	SOP completion	CW/MS
4	Training to include Environmental awareness training and updates.	Administrators, Production Manager	CW/MS	December 2025	Training Matrix	MS/CW
5	New product development – Type 1 200mm strip tie	R&D, Production Manager	BW/CDW	November 2025	Prototype	BW
6	Construction Product In formation (CCPI)	Technical, Sales, Admin	SS/CW	ONGOING	System go-live, Product set assessed	SS/CW
7	Channel Ties – up to 375mm	Production, testing house, Sales	SS	December 2025	Test result	SS
8	Channel Tie – new design	Production, testing house, Sales	SS	January 2026	Test result	SS

Effective Date June 2024 R03 Issue 1

9	Tree planting project on land owned Tec Ties	Planted 20 trees, Ongoing to plant 200+ 2026/2027	Tec Ties	2026/2027	Invoices for tress, Target reporting	CDW

Risks and Opportunities

Witnessed R02 Business Risk Register, control measures in place and scoring. This has undergone full review and includes but not restricted to:

Cyber security

Carbon footprint

Purchasing

Payment from customers

Confirmation of Compliance

Evidence has been viewed to confirm the following requirements have been met;	
Leadership and commitment requirements satisfactorily evidenced	**Yes**
Suitable Policies prepared and available to interested parties	**Yes**
Organizational roles, responsibilities and authorities clearly defined	**Yes**

Management review completed as required, documented and covering all required areas	**Yes**
Measurable objectives set, communicated, monitored and planning to achieve objectives	**Yes**
Risks and opportunities identified and actions taken to address these as required	**Yes**
Note: Details of any findings / concerns identified are included in the report **summary**	

< Resource Management and Support >

Staff Training, Awareness and Competence

Staff training matrix witnessed and sampled certificates as evidence:

R28a Certificate of Competence

Name of Employee: Sara Snow

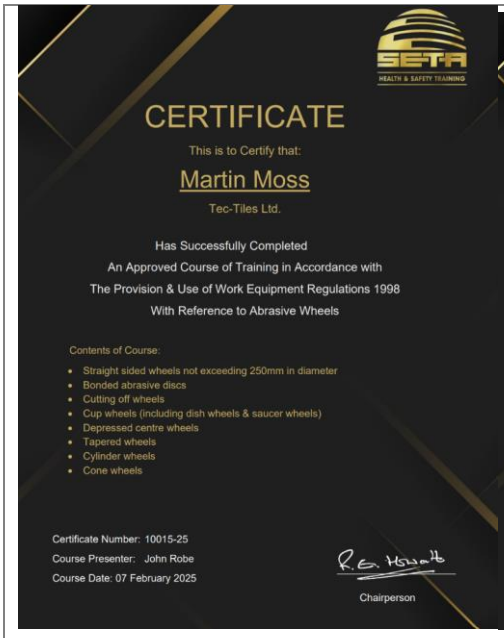
Tec Ties Product Information Management system	
Tec Ties Assets Master spreadsheet Process Flow User authority Administration authority Sample Box Product Training	

I certify that the above named has undergone in-house training on the above-mentioned item(s), in my opinion, competent to use it/them.

Name:	Diane Morlidge Wood
Signature:	DMorlidge-Wood
Position:	Director
Date:	9/9/25

I confirm that I have undergone in-house training on the above.

Name:	Sara Snow
Signature:	S.Snow
Position:	Sales Manger
Date:	9/9/25





Toolbox talk completed on waste segregation, hearing protection, COSHH and swift guarding.

Memo shared with staff regarding waste segregation changes

Management of Equipment / Premises

Calibration is done internally using ITCC guidelines, this includes visual and cleaning processes.

Calibration register R04 witnessed and sampled as evidence:

R04 Calibration Register

Item Description	Make	Model	Equipment N°	Method*	Calibration Interval	Last Tested	Next Test	Comments
RULER - STEEL	RABONE	1 METRE	R1	ITTC GUIDELINES VISUAL INSPECTION CLEAN	YEARLY	Sep 2025	Aug 2026	CALIBRATION OF STEEL RULERS ITTC GUIDELINES KEPT IN ISO 9001 FOLDER
RULER – ALUMINUM		600mm	R2	VISUAL INSPECTION CLEAN	YEARLY	Sep 2025	Aug 2026	
RULER – STEEL		605mm	R3	ITTC GUIDELINES VISUAL INSPECTION CLEAN	YEARLY	Sep 2025	Aug 2026	CALIBRATION OF STEEL RULERS ITTC GUIDELINES KEPT IN ISO 9001 FOLDER
RULER – STEEL	RABONE	300mm	R4	ITTC GUIDELINES VISUAL INSPECTION CLEAN	YEARLY	Sep 2025	Aug 2026	CALIBRATION OF STEEL RULERS ITTC GUIDELINES KEPT IN ISO 9001 FOLDER
RULER – STEEL	RABONE	300mm	R5	ITTC GUIDELINES VISUAL INSPECTION CLEAN	YEARLY	Sep 2025	Aug 2026	CALIBRATION OF STEEL RULERS ITTC GUIDELINES KEPT IN ISO 9001 FOLDER
RULER - STEEL		150mm	R6	ITTC GUIDELINES	YEARLY	Sep 2025	Aug 2026	CALIBRATION OF STEEL RULERS ITTC GUIDELINES KEPT IN ISO 9001 FOLDER

Communication

Witnessed Communications R10 table sampled as evidence:

Description	Formal/ Informal	Frequency	Participation	Participants	Purpose	Associated media
Company Review Meetings	Formal	Fortnightly	Compulsory	Senior Management	To be consistent in communicating any changes in the management systems, any changes against the business plan and discuss forthcoming projects.	Minutes
Business/Strategy Plan	Formal	Annual	Compulsory	Senior Management	To communicate strategy for the forthcoming year and the intended results and outcomes.	PDF document
Site Team Briefings	Formal	Before, during and after projects	Compulsory	Full Site Team	To provide any information regarding the project and the intended scope of works and risks with this project. To discuss any actions required.	Team Briefing and feedback form
E-mails	Formal	As required	Compulsory	All employees	For more formal communication between colleagues and line manager	All employees with e-mail account
Toolbox Talks	Formal	Before, during projects	Compulsory	All Site Team	To provide information to the site team on project hazards and the required controls	Attendance sheet
Management Review Meetings	Formal	Annual	Compulsory	Senior Management	Access the risks and opportunities across the business, to develop policies etc to maximise performance and minimise risk across all sectors. Review performance against the business plan/strategy, any organisation changes and process feedback	Annual Report
Pre-start Project Meetings	Formal	Before, during and after projects	Compulsory	Management & Onsite team	To provide any information regarding the project and the intended scope of works.	Managers/Supervisors
Website	Informal	As required	Optional	All employees	To provide employees and external stakeholders and customers with information of the company, our capabilities and what we can deliver.	Internet
Site Inspections	Formal	Monthly	Compulsory	Managers/ on Site Team	To inspect whether the company are compliant and safe in their activities.	Reports

Confirmation of Compliance

Evidence has been viewed to confirm the following requirements have been met;	
Staff training, awareness and competence managed effectively	**Yes**
Equipment and premises managed effectively including calibration (if applicable)	**Yes**
Effective communications in place for internal and external communications	**Yes**
Note: Details of any findings / concerns identified are included in the report **summary**	

< Operational Processes >

Control of Enquiries & Sales

Walk though of sampled enquiry on Sage CRM:

From: John Young <John.Young@wincro.com>
Sent: 16 September 2025 11:20
To: Tecties Sales
Subject: Type 2 x 225

Follow Up Flag: Follow up
Flag Status: Completed

① Enquiry

Hi Diane

Could I have your best price and delivery for the following please (to our Sheffield works).

Type 2 225s

40/50k

Kind Regards,

John Young
Managing Director

WINCRO Metal Industries Ltd | HIGH QUALITY STAINLESS STEEL BUILDING COMPONENTS
Wincobank Works | Fife Street | Sheffield | S9 1NJ
T: 0114 242 2171 | E: john.young@wincro.com | W: www.wincro.com

Registered in England. Number: 2484337. Registered Office: 3 Fife Street, Sheffield, S9 1NJ
This message and any attachments are confidential. If you have received this message in error please delete it from your system.

2) Quote raised on CRM – Q 11411 1
3) Order given + raised 16/9/25
4) Picking Ticket sent to despatch
5) Delivery Note printed – Sage 20155
put onto haulier system by office
6) Delivery made to customer 17/9/25.

Control of Purchasing and Outsourced Services

Witnessed Approved suppliers register which has tabs for suppliers and contractors sampled as evidence:

	A	B	C	D	E
1	**Company Name**	**Contact**	**Specialisation**	**Phone**	**Email**
2	Arden Controls	John Anderson	Industrial Electricans	01663 746060	john@ardencontrols.co.uk
3	AMH	Graham Marshall	Tool Makers	01663 745145	grahammarshall@amhtool
4	Pressform	Andrew	Dimeco Decoiler	07831 763417, 01924 271540	andrew@press-form.co.uk
5	Mechatronic	Kieth Manders	PLC/ Automation	07785280971	keith.mander@Mechatroni
6	Dimeco	Ryan Strafford	Dimeco Decoiler	07960242361	
7	Tim Hillary	Tim Hillary	PLC Siemens	07711926573	mark.turner@optimacs.cor
8	Optimacs	Mark Turner	PLC		
9	ACS	Richard Jones	PLC Schneider	0779072447	richard@theplcguy.co.uk
10	TM Press care	Mike Groves	Hare Presses	07825556045	mike.groves@tmpresscare.
11	TM Press care	Matt Shutt	Hare Presses	07709470654	matt.shutt@tmpresscare.c
12	Omas	Matteo & Giovanni	OMAS Commercial		commercilae@omaspiegat
13	Omas	Massimo Panzeri	Omas Mechanical	39-0399943551	mpanzeri@omaspiegatrici.
14	Omas	Enrico Polvara	Omas Tool & configuration	39-3476514664	epolvare@omaspiegatrici.i
15	Omas	Cristan Motta	Omas Tool & configuration		cmotta@omaspiegatrici.it
16	Stellard Kane	Irena Friedrichova	Health & Safety Advisor	07899695884	Irena@skaltd.co.uk
17	Black box group		Fire alarm servicing		Oncall@blackboxgroup.co.
18	ESI		Fire alarm comissioning	07711 004274	Andrew.Mairs@esi.uk.com
19	Target Fire Protection Ltd		Fire Extingusher servicing	01706 837 470	service@target-fire.co.uk

APPROVED SUPPLIERS LIST | CONTRACTORS

Witnessed Contractor Policy M08-1 which covers approved contractors signed dated 08/10/25.

Control of Operations

Witnessed R26 Maintenance log register and sampled as evidence, externals contractors used and are all recorded within the approved supplier register. Sampled as evidence:

Machine Name	Hare 16		**PLC**		**Serial**	
Manufacturer	Hare		**Drive**		**Serial**	
Serial number	84E3002 16 HP					
Date of Manufacture	1984					

Date	Maintenance Description	Performed by	Maintenance checked by	Next planned maintenance	Suppliers
28/04/2022	series	BW, MS	TM presscare		TM presscare
10/07/2025	Service	TM Presscare		Annual	
22/07/2025	New perspex guard fitted (cracked)	M.Snowdon			
28/07/2025	Cropping tool removed, press area cleaned, rust removed, lubricated. Cropping tool, elastomer springs replaced, tool cleaned, cutting faces turned to fresh edge, lubricated, press P re set to 15T.	M. Moss, M. Snowdon	M. Snowdon		Berger tools

Management of Change, Variations and Design

Witnessed design files Tecties Assets each sub folder has a unique reference.

TT1 – witnessed which includes:

Images

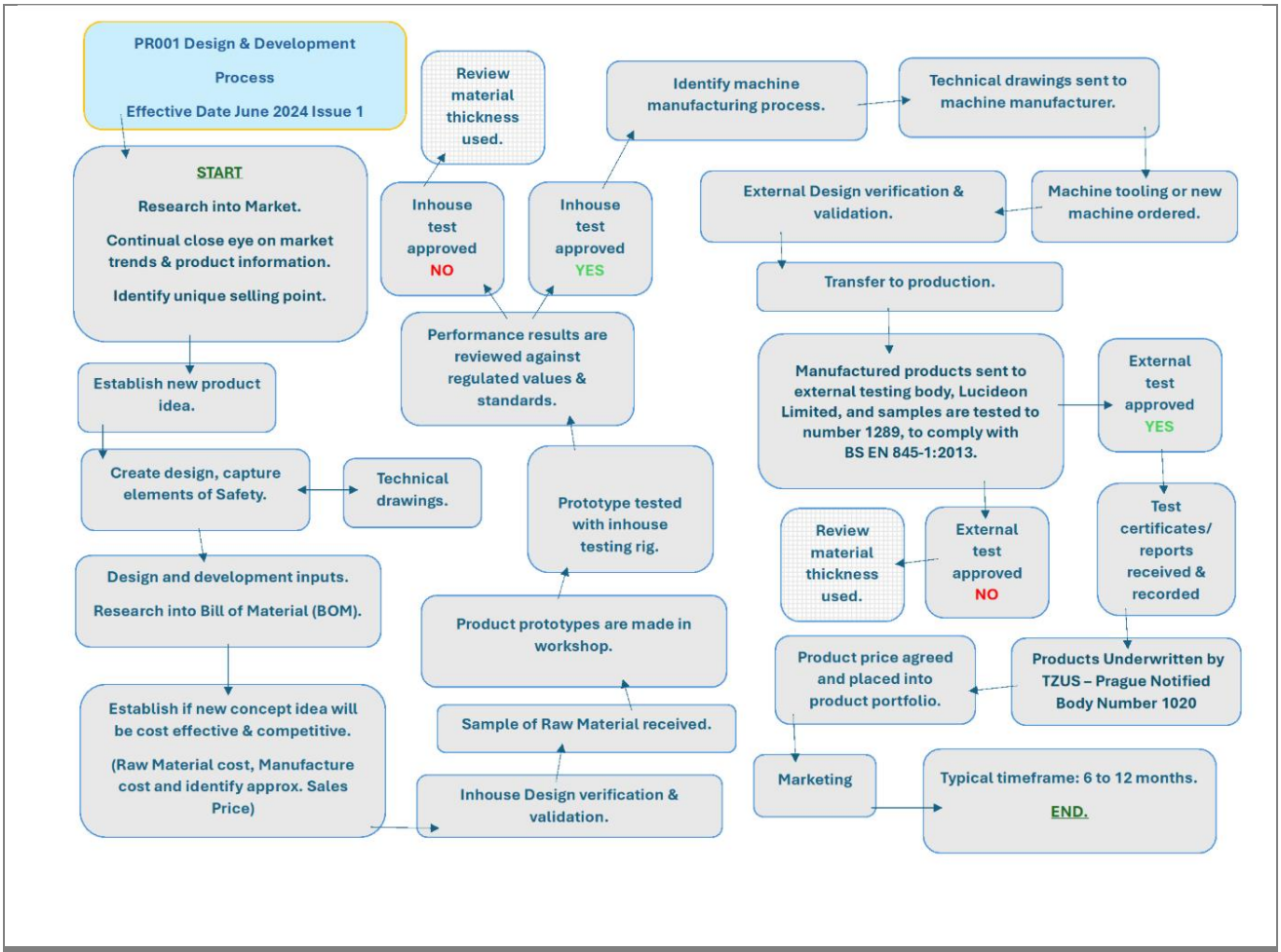
Archive

Test reports

Data sheets

DOPs

Sampled design process map:



Confirmation of Compliance

Evidence has been viewed to confirm the following requirements have been met;	
Enquiries and sales process managed effectively (if applicable)	**Yes**
Purchasing and control of outsourced services managed effectively	**Yes**
Operational activities managed effectively	**Yes**
Design and management of variations managed effectively (if applicable)	**Yes**
Note: Details of any findings / concerns identified are included in the report summary	

< Monitoring, Evaluation and Improvement >

Customer Satisfaction

Repeat is an indication of satisfaction.

Customer feedback is recorded within Sage CRM.

Sampled email sent from customer:

From: Jamie Mardon <j.mardon@encon.co.uk>
Sent: 13 May 2025 08:55
To: Tecties Sales <sales@tecties.co.uk>
Subject: RE: PO 48180898

Thank you.

No problem just glad we had them. Your service is always very good

Jamie Mardon
Senior Sales Executive – Construction Products
Tel: 029 20895040

Encon Group, Unit 4 Trident Park, Glass Avenue, Ocean Way, Cardiff CF24 5EN

For recent and upcoming price increases please see https://www.encon.co.uk/and-resources/price-changes

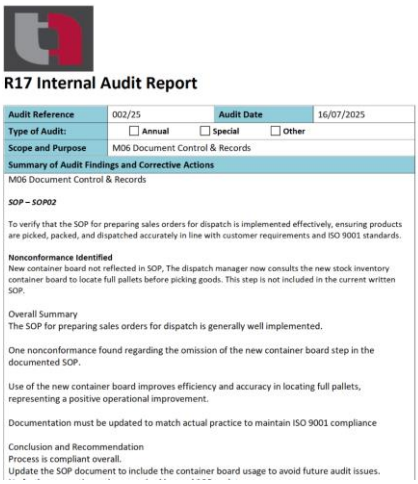
Control of Non-conforming Outputs, Nonconformity and corrective action

Witnessed NCR register which has separate tabs, for production, customers suppliers and environmental.



Management System Audits

Witnessed Internal audit programme sampled internal audits as evidence:



R17 Internal Audit Report

Audit Reference	002/25	Audit Date	16/07/2025
Type of Audit:	☐ Annual ☐ Special ☐ Other		
Scope and Purpose	M06 Document Control & Records		
Summary of Audit Findings and Corrective Actions			

M06 Document Control & Records

SOP – SOP02

To verify that the SOP for preparing sales orders for dispatch is implemented effectively, ensuring products are picked, packed, and dispatched accurately in line with customer requirements and ISO 9001 standards.

Nonconformance Identified
New container board not reflected in SOP, The dispatch manager now consults the new stock inventory container board to locate full pallets before picking goods. This step is not included in the current written SOP.

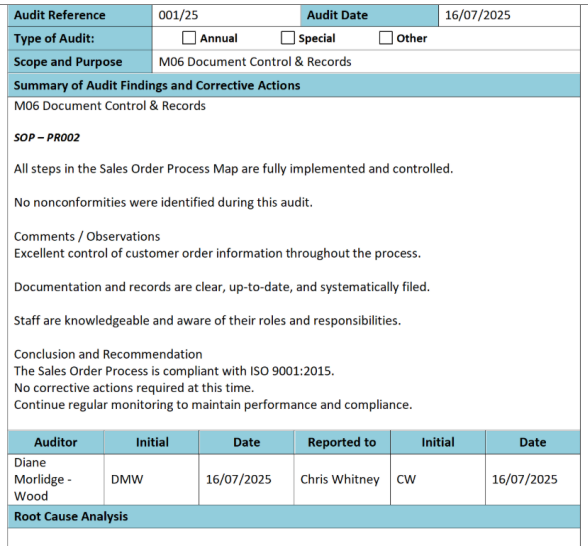
Overall Summary
The SOP for preparing sales orders for dispatch is generally well implemented.

One nonconformance found regarding the omission of the new container board step in the documented SOP.

Use of the new container board improves efficiency and accuracy in locating full pallets, representing a positive operational improvement.

Documentation must be updated to match actual practice to maintain ISO 9001 compliance

Conclusion and Recommendation
Process is compliant overall.
Update the SOP document to include the container board usage to avoid future audit issues.



Audit Reference	001/25	Audit Date	16/07/2025
Type of Audit:	☐ Annual ☐ Special ☐ Other		
Scope and Purpose	M06 Document Control & Records		
Summary of Audit Findings and Corrective Actions			

M06 Document Control & Records

SOP – PR002

All steps in the Sales Order Process Map are fully implemented and controlled.

No nonconformities were identified during this audit.

Comments / Observations
Excellent control of customer order information throughout the process.

Documentation and records are clear, up-to-date, and systematically filed.

Staff are knowledgeable and aware of their roles and responsibilities.

Conclusion and Recommendation
The Sales Order Process is compliant with ISO 9001:2015.
No corrective actions required at this time.
Continue regular monitoring to maintain performance and compliance.

Auditor	Initial	Date	Reported to	Initial	Date
Diane Morlidge - Wood	DMW	16/07/2025	Chris Whitney	CW	16/07/2025

Root Cause Analysis

Continual Improvement

New product management system and training for all staff in office.

Woodland tree planting project

New accreditation CCPI – ongoing.

Confirmation of Compliance

Evidence has been viewed to confirm the following requirements have been met;	
Effective systems in place to monitor, collect and analyse feedback from customers (if applicable)	**Yes**
Effective systems in place for dealing with non-conforming outputs	**Yes**
Effective management of non-conformities, corrective action and review of issues	**Yes**
Audits planned, managed and completed effectively and documentation available	**Yes**
Evidence of continual improvement and adequate mechanisms in place to achieve this	**Yes**
Note: Details of any findings / concerns identified are included in the report **summary**	

< Environmental Management >

Commitment to Environmental Protection - Legal Compliance, Environmental Updates, Awareness

Witnessed waste segregation memo which has been shared with all staff.

ISO assured updates and external websites and consultants send updates.

Chris has overall responsibility for updating the legislation register.

Environmental Assessment and Life Cycle Perspective

Witnessed and sampled as evidence Aspects and Impacts register

Activity / Process	Environmental Aspect	Environmental Impact	Control Measures in Place	Risk / Severity	Likelihood	Significance	Relevant Legislation / Regulation
Raw material storage (steel, alloys)	Use of finite natural resources	Resource depletion	Stock control, sourcing from reputable suppliers	3	3	High	Environmental Protection Act 1990; UK REACH Regulation
Machining & cutting	Energy consumption (electricity)	Greenhouse gas emissions from energy generation	Energy-efficient machinery, maintenance schedules	3	2	Medium	Climate Change Act 2008; ESOS Regulations
Machining & cutting	Metal swarf waste	Landfill use, resource loss	Segregation & recycling of scrap metals	2	2	Low	Waste (England and Wales) Regulations 2011
Heat treatment processes	Gas consumption	GHG emissions, air pollution	Regular maintenance, energy efficiency checks	3	3	High	Climate Change Levy; Clean Air Act 1993
Surface treatment / coatings	VOC emissions	Air quality reduction	Use low-VOC coatings, extraction systems	3	3	High	Environmental Protection Act 1990; Control of Substances Hazardous to Health (COSHH)
Surface treatment / coatings	Hazardous waste generation	Soil/water contamination risk	Secure hazardous waste storage, licensed disposal	3	2	Medium	Hazardous Waste Regulations 2005; Waste Duty of Care
Packaging of finished products	Cardboard/plastic packaging waste	Increased landfill, resource depletion	Reuse/recycle packaging where possible	2	3	Medium	Waste (England and Wales) Regulations 2011
Forklift truck operations	Diesel/LPG fuel use	Air pollution, GHG emissions	Low-emission vehicles, maintenance, driver training	2	3	Medium	Air Quality Standards Regulations 2010
General operations	Water use in cleaning / cooling	Resource depletion	Flow restrictors, leak checks	2	2	Low	Water Industry Act 1991
Spillages / leaks	Potential contamination of drains/land	Watercourse pollution, soil contamination	Spill kits, trained staff, bunded storage	3	2	Medium	Environmental Protection Act 1990; Water Resources Act 1991
Waste electrical & electronic equipment (WEEE)	Electronic waste	Hazardous substance release if mismanaged	Segregated WEEE disposal via licensed contractors	2	2	Low	WEEE Regulations 2013
End-of-life products	Difficult to recycle mixed materials	Resource loss, landfill use	Design for recyclability, customer take-back schemes	2	2	Low	Waste Framework Directive

OFI – to include the positive impacts the organsiation is making through:

Woodland tree planting project

Solar Panels

LED lighting

On packaging on the products is made from recyclable materials, plans to include a statement on the packing to follow local council waste segregation guidelines. This can be reviewed at next years audit.

Environmental Incident prevention and Management - Emergency Preparedness

No environmental incidents have been recorded since the system has been implemented.

Environmental Procedures

Environmental Procedures for:

COSHH

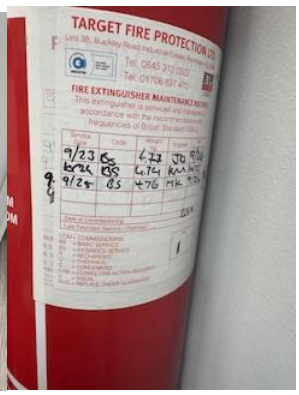
Spills

There have also been toolbox talks completed on these procedures.

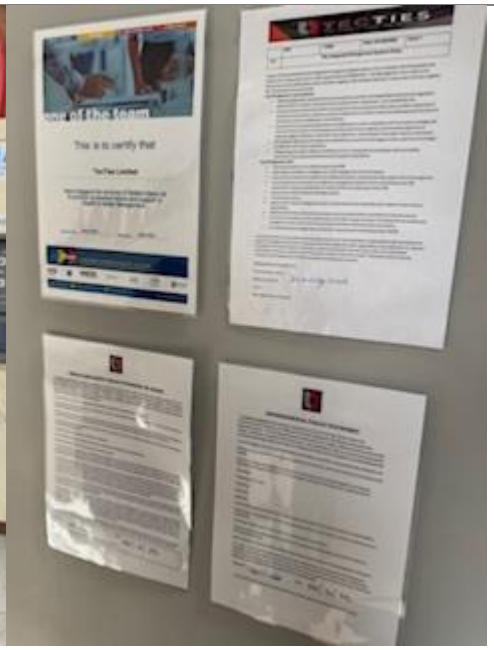
Sampled evidence from site walkaround:








FIRE SAFETY RECORD &
EMERGENCY LIGHTING
A4 LOG BOOK






SPILL KIT



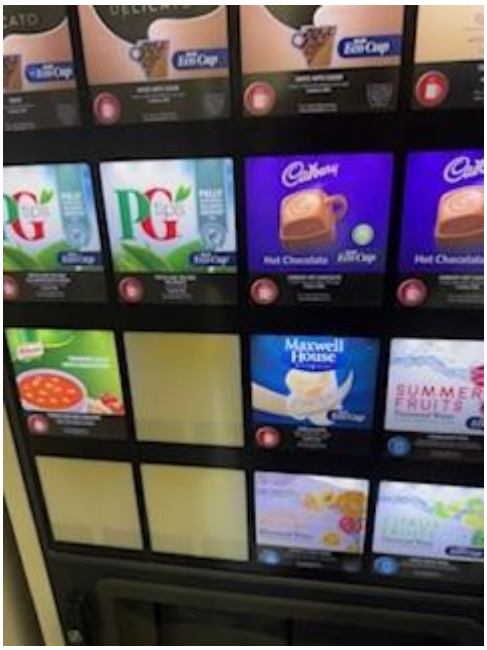

MIXED


SUEZ


OIL BANK







Confirmation of Compliance

Evidence has been viewed to confirm the following requirements have been met;	
Commitment to environmental protection and environmental compliance obligations	**Yes**
Environmental awareness and updates	**Yes**
Environmental impacts assessment and consideration of life cycle perspective	**Yes**
Environmental incident prevention, management and effective emergency preparedness	**Yes**
Appropriate procedures for environmental management	**Yes**
Note: Details of any findings / concerns identified are included in the report **summary**	

Summary / Conclusions

Audit Summary and Conclusions

Processes are clearly defined, supported by competent personnel, and evidence of continual improvement was observed.
The organisation shows strong awareness of quality and environmental objectives, compliance obligations, and operational risks.

Key strengths noted during the audit include:

- Robust control of product quality and testing against specifications.
- Effective customer communication and order review processes.
- Documented environmental aspects and impacts register with identified controls.
- Good housekeeping and segregation of waste materials.

Demonstrated commitment from top management to system maintenance and improvement

Notes / Comments

Well done Chris & team!!

Auditor Recommendation:	PASS

Summary of Findings / Concerns

No.	Classification	Summary of Finding
1	OFI	To include positive impacts within Aspects & Impacts register

Review / Follow up required

Based on the above summary of findings the following follow up response has been requested.

Response / Follow up required	Choose an item. None
Details	

Where a response is required, please use the relevant form which can be downloaded here - **Audit-Forms**

- **IAF21_Audit-Follow-Up** – use this form when a follow up response has been requested
- **IAF22_Audit-Evidence-Request** – use this form when further evidence has been requested

Where a response is requested, it should be returned within 3 months of the date this report unless a different response date is detailed above.

Isoassured details / Feedback

This report has been prepared and provided by **isoassured ltd.**

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We hope you are satisfied with the audit service provided and this report. If you would like to give us feedback or comment on anything please click below to open our online feedback form;

- giveusfeedback.co.uk/isoassured

Ongoing certification

Ongoing ISO certification is subject to completion of an annual surveillance audit and this will be scheduled for a date around the anniversary of the date of initial certification.

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