



Best Board In Town

(is a trading division of ADO-METAL DRAINAGE UK LIMITED)

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**Prof•board Cutting board is patented**

## Quality statement

### Quality Management

**Prof•board UK is a trading division of Ado-Metal Drainage UK Ltd** who is committed to providing high quality supply and installation of specialised drainage equipment to the catering industry, and outstanding customer service.

The supply and installation will be provided to meet and where appropriate exceed the tender specifications.

Details of our quality management processes and procedures are contained within all proposals.

**Steve Bell** will take responsibility for ensuring effective quality management on all projects and more details are provided within the sector containing team members of the relevant proposal.

### Health, safety and security

**Prof•board UK/Ado-Metal Drainage UK Limited** recognises the importance of health safety and security – both during the project and afterwards. The company's health and safety policy sets out our commitment and outlines our approach to effective health and safety management. Our processes and procedures are designed not simply to meet legal requirements but to effectively deliver a healthy, safe and secure working environment for all employees and everyone who might be affected by our work.

Our specialist equipment is designed to meet all relevant legislation, relevant safety and security standards. **Prof•board UK/Ado-Metal Drainage UK Limited has the following insurances in place:**

#### **PUBLIC, PRODUCT & EMPLOYERS LIABILITY INSURANCE**

It is the policy of **Ado-Metal Drainage UK Limited** to provide statutory insurance cover on all Projects. The policies are worldwide except for USA and Canada where separate insurances can be provided.

1. <b>Public Liability</b>	£1,000.000
2. <b>Employers Liability</b>	£10,000.000
3. <b>Product Liability</b>	£1,000.000

A copy of the insurance documentation is available on request.

### Equality

**Prof•board UK/Ado-Metal Drainage UK Limited** is committed to eliminating discrimination and encouraging diversity amongst our workforce. Our aim is that our workforce will be truly representative of all sections of society and each employee feels respected and able to give of their best.

To that end the purpose of this policy is to provide equality and fairness for all in our employment and not to discriminate on grounds of gender, marital status, race, ethnic origin, colour, nationality, national origin, disability, sexual orientation, religion or age. We oppose all forms of unlawful and unfair discrimination. All employees, whether part-time, full-time or temporary, will be treated fairly and with respect.

Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability. All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.

**Our commitment:**

- To create an environment in which individual differences and the contributions of all our staff are recognised and valued.
- Every employee is entitled to a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- Training, development and progression opportunities are available to all staff.
- Equality in the workplace is good management practice and makes sound business sense.
- We will regularly review all our employment practices and procedures to ensure fairness.

Breaches of our equality policy will be regarded as misconduct and could lead to disciplinary proceedings.

- This policy is fully supported by senior management and Associates
- The policy will be monitored and reviewed annually.
- Implementation.

We recognise the contribution our employees and Associates make to the success of what we do.

We are committed to offering our employees and associates fair terms and conditions, ensuring they have the skills they need, and providing opportunities for training and development.

As part of our broader commitment to equal opportunities, we ensure that consultancy provision designed to be accessible and meet all relevant industry standards on accessibility.

## Sustainability

**Prof•board UK/Ado-Metal UK Limited** understands the importance of sustainability – in design, delivery and in continuing operation.

For example this is reflected in how we:

- Source sustainable materials and look for ethical suppliers
- Work with the local community where appropriate
- Design energy efficiency into projects and minimise waste wherever possible.

In particular, we ensure that our designs meet relevant environmental standards.

## Key personnel - experience and references

**Prof•board UK /Ado-Metal UK Limited** can provide details of all key personnel who may be involved in a project and include their experience, qualifications, references and details of similar projects with which they have been previously involved.

Further details of **Prof•board UK /Ado-Metal Drainage UK Limited** are detailed on the **Prof•board UK /ADO-Metal Drainage UK** websites – [www.ado-metal.com](http://www.ado-metal.com) and [www.profboarduk.com](http://www.profboarduk.com) within the company profile which is available on request.

Signed: *Steve Bell*

Steve R Bell  
Managing Director