



P O L I C Y 0 5 O F 1 6

Quality Policy

— — — — —
Real partnership. Real expertise.

Document reference	SOMA-POL-05
Version	2.0
Issue date	March 2026
Next review	March 2027
Policy owner	Adam O'Neill, Director
Approved by	Stevie MacGregor
Classification	Public — available on request

SOMA Project Controls Ltdwww.somaprojectcontrols.com

1. Purpose

This policy sets out SOMA Project Controls Ltd's commitment to delivering consistent, high-quality Project Controls services that meet or exceed our clients' expectations — first time and every time.

2. Scope

Applies to every client engagement, every deliverable, and every person working for or on behalf of SOMA.

3. Our Quality Commitment

Quality at SOMA means the client receives clear, accurate, timely and decision-useful outputs, delivered by people who know what they are doing. We are a people-first consultancy and our reputation rests on consistent delivery. We will not compromise the quality of our work for the sake of speed, volume or margin.

4. Quality Objectives

- 100% of deliverables reviewed by a second competent person before issue.
- A minimum 95% client-satisfaction score across engagements, measured at mid-point and close-out.
- Zero material errors traced to avoidable process failure.
- All personnel operating within their documented competencies.

5. Our Approach

1. Clear scope. We set out deliverables, assumptions and acceptance criteria in writing at mobilisation.
2. Defined methods. Schedule, cost and risk work follows documented methodologies aligned to AACE, APM and NEC good practice.
3. Competent people. We assign people only to work they are qualified and experienced to do — see the Training & Competency Policy.
4. Peer review. Every material deliverable is reviewed by a second competent person before it leaves the firm.
5. Honest reporting. We report the status we find, not the status the client wishes to hear.
6. Continuous improvement. Lessons learned are captured at the end of every engagement and fed back into our methodology.

6. Non-Conformance

Where a deliverable falls short of our standards or a client's expectations, we investigate, correct it, and address the root cause. Non-conformances are logged, reviewed at director level, and used to strengthen our process rather than apportion blame.

7. Responsibilities

Every member of the team owns the quality of their own work. The Director is accountable for the Quality Management System and for ensuring this policy is understood, resourced and applied.

8. Review & Governance

This policy is reviewed at least annually, and sooner if legislation, SOMA Project Controls Ltd's operating context or client requirements change materially. The Director is the accountable owner. Minor amendments are logged in the version-control table; material changes trigger a re-issue and fresh sign-off by the policy owner and approver named on the sign-off page.

S I G N E D & A P P R O V E D

Policy Adoption & Approval

This policy is formally adopted by SOMA Project Controls Ltd. It is communicated to all employees, associates and, where relevant, supply-chain partners, and is available on request to clients, prospective clients and other interested parties. The signatures below record its adoption and the date from which it takes effect.

P O L I C Y O W N E R*Adam O'Neill***Adam O'Neill**

Director

SOMA Project Controls Ltd

Date: March 2026**A P P R O V E D B Y***Stevie MacGregor***Stevie MacGregor**

Director

SOMA Project Controls Ltd

Date: March 2026

N e x t s c h e d u l e d r e v i e w

March 2027