

## **QUALITY ASSURANCE POLICY**

All Aspects Recruitment & HR Services (AAHR) Quality Assurance Policy is based on belief that quality is an attitude and culture and is committing to quality 100% and service.

AAHR acknowledge that quality is a tool for creating and managing effective business process with best practices. This will allow AAHR to achieve results with the provision of service which is of high consistent quality, meeting the client's needs and expectations through identifying, measure, control and improve the core business processes.

## The company pursues the following goals in the field of Quality Assurance:

- 1. Strict compliance of the agencies services in all States including the Territory.
- 2. Responsibility to customers for the provision of quality skilled and experienced personnel that are placed.
- 3. Act honesty in professional dealings, meeting and truths in advertising
- 4. Properly maintain confidentiality and privacy of information received.
- 5. Comply with relevant legal, government and statutory requirements.
- 6. Carry out all checks on candidates and report to government departments if necessary.
- 6. Charge rates for fee for services are flexible to be very competitive compared to other agencies
- 7. Flexibility to suit our clients' needs with new services as they arise.
- 8. Continuous monitoring of any complaints and injuries, and aim to maintain these at zero.
- 9. Positioning of the company as employing qualified staff trained to the specific industry to providing service of high quality.
- 10. Encourage continuous improvement in the quality of all staff placed at 2client's sites.