

Clear Quality Limited

Conflict of Interest and Impartiality

Clear Quality Limited is comprised of 2 business units:

1. Clear Quality Consultancy
2. Clear Quality Training and Certification Body

All staff working for both business units have a conflict of interest and impartiality statement within their contracts of employment.

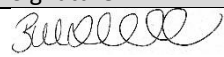

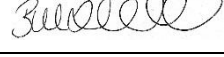
During the employment it is your responsibility to convey impartiality so not to adversely influence subsequent activities, this includes: freedom from conflict of interest, independence, freedom from bias, lack of prejudice, neutrality, fairness, open mindedness, even handedness, detachment, and balance.

Clear Quality Limited will operate a strict impartiality clause. During your employment you will always remain impartial and ensure where you are auditing a clients quality management system to provide conformance for certification you disclose if you have had any previous involvement with said client's system. It is your responsibility to disclose this information prior to accepting the job to audit said client's system for certification. This is mitigating the potential threat / risk of you reviewing work carried out by yourself. (self-review threat) it is also to remove any familiarity or trust threat where you may be too familiar with said client this swaying your decision positively or negatively when auditing their quality management systems.

No member of staff should participate in a certification audit if they have any vested interest in the outcome of the audit and may not audit clients where they have supported them with any consultancy.

No member of staff should deliver assessments or examinations to clients or learners when they have any vested interest in the outcome of the assessment / examination.

Document control

Document title	Document owner	Signature	Version	Review date
Clear Quality Limited General Policy and Procedures	Bethan Rhodes		Oct21 v.1	Due Oct 22
Clear Quality Limited General Policy and Procedures	Bethan Rhodes		Jan22 v.2	Due Jan 23
Clear Quality Limited General Policy and Procedures	Bethan Rhodes		Jan23 v.3	Due Jan 24

This document should be reviewed a minimum of annually by the CEO or the Training & Certification Director.

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