

## POLICY STATEMENT

Flexi-Tribe was founded by a group of engineers and finance professionals from Western Australia and the Philippines. Our group understands the different markets and sectors within our growing economy and are familiar with corporate processes and decision making.

Flexi-Tribe provides its clients with a dynamic and flexible group of talented and qualified employees who work remotely whilst ensuring that these clients operate their businesses more efficiently.

We can provide small or large teams of professional staff without needing to upgrade their workspace or having to make any long term commitments. We offer flexible membership plans to suit our clients needs and can operate throughout all Australian States and Territories. We operate in a highly competitive market and realise that it can be difficult to attract and retain a client but it can also be very easy to lose a Client. This Policy Statement represents our commitment to comply with all Stakeholders and their contractual obligations.

We use AS/NZS ISO 9001 as a benchmark to achieve our client satisfaction and operating objectives.

### Our specific objectives under this Policy are to:

- » Ensure that our staff provide quality and accuracy whilst maintaining accountability within the industry.
- » Train, Educate and Mentor our staff regarding their obligations, responsibilities and the standards required to achieve total contractual compliance within our client focussed culture.
- » Create procedures and define responsibilities to comply with all relevant Standards, Codes of Practice, Legislation and Regulations applicable within the Australian workplace.
- » Be recognised as leaders and innovators within the outsourcing and remote staffing industry.
- » Continually improve our services and integrated management systems.
- » Foster a culture where all employees are committed to complying with and enhancing our systems and procedures.
- » Continually review our quality objectives to maintain a high standard of client satisfaction.
- » Maintain certification to AS/NZS ISO 9001.

## ACTION

This Policy Statement is to be incorporated into our corporate inductions and will also be displayed on our website to maintain visibility and provide awareness. This Policy Statement is also available to any party upon request.

*N Kleinman*

Natasja Kleinman

**Business Development Manager**



ISO 9001  
Quality