

SCOPE

Marking Systems, Inc., T-Tycoon Solutions, Inc. and MS Die Cut, LLC (referred herein and in other documents as “MSI”.)

RESPONSIBILITIES

The following quality policy and quality objectives are posted around the work areas for employees, on the website for interested parties and objectives are evaluated weekly and progress on the objectives is presented to all employees monthly during the “All Hands” meeting.

These set objectives are to be completed through the current year, ongoing until Top Management decides further modifications.

All employees of MSI are responsible to fulfill the quality objectives and to live up to the company quality policy throughout the current year or until further modifications.

QUALITY POLICY

Top Management has created the following Quality Policy for MSI:

We are committed to meet or exceed customer, statutory and regulatory requirements, while providing products and customer service of the highest quality at a reduced cost within the timeframe given. We are committed to maintain a quality management system and will continually improve its effectiveness to meet the requirements of ISO 9001:2015 standard while building relations with our suppliers to ensure product integrity.

This Quality Policy is appropriate for the purposes and context of MSI and supports its strategic direction.

Top Management reviews the Quality Policy for continuing suitability in Management Review quarterly.

For better understanding of the MR process Inputs and Outputs see [Management Turtle Diagram](#).

The Quality Policy includes commitments to

- comply with ISO 9001:2015 requirements
- comply with customer product quality requirements
- continually improve the effectiveness of the quality management system

QUALITY OBJECTIVES PLANNING

Quality management system (QMS) planning along with the applicable requirements of ISO 9001:2015 are used by Top Management to plan the MSI Quality Objectives. Changed or planning of such objectives is recorded in the Management Review Checklist (MRC).

The Quality Policy provides the framework for establishing and reviewing Quality Objectives. MSI Quality Objectives, consistent with the Quality Policy are measurable, and approved by Top Management.

Top Management assures that Quality Objectives are established and understood throughout MSI, as appropriate, including those that support product quality requirements.

Top Management is responsible to ensure the objectives are met, working with production management and production team members.

Results of the Quality Objectives are evaluated biweekly in the DMI Meeting, monthly at "All Hands" birthday meetings and at quarterly Management Review Meetings. Comparisons are made to previous results to determine negative trends. Actions arriving from analysis of the results are documented in Teams DMI Meeting notebook and, if warranted, in the B3 Log.

MSI had established the following Quality Objectives:

- ***To meet or exceed customer on-time-shipment on at least 90% of the orders***
- ***To reduce the internal rejects to less than 2.5% of the orders***
- ***To reduce external rejects to less than 1% of the orders***

The Quality Policy and Quality Objectives are communicated, understood, and applied within MSI by several means, including:

- Posting of the Quality Policy and Quality Objectives throughout the site
- Periodic meetings, such as weekly DMI Meetings and monthly "All Hands" Birthday Meetings, at which the Quality Policy and Quality Objectives are discussed, and for which attendance is recorded (based on ENT log with clock ins for that day). Along with the results, discussion about the employee's contributions and implications of not conforming to QMS requirements are discussed.
- Internal audits inquire of auditees and witnesses their understanding of the Quality Policy and relevant Quality Objectives

Revision Date	Nature of Revision	Revision Approval
1-26-16	Original Release of document	
5-3-16	Updated year, added responsibilities to achieve objectives, etc.	Julia Rusmanica
12-6-16	Updated information on who is responsible for Objectives, how evaluated and actions taken	Joe Sofinowski
3-20-18	Added AS9100D Language	Joe Sofinowski
3-29-18	Added KPI information	Joe Sofinowski
4-19-18	Revised QP & QO to resole OFI from Surveillance Audit	Julia Rusmanica
4-27-18	Updated QP statement	Top Management
5-8-18	Updated KPI information for Production	Mihai Borcoman
8-27-18	Removed KPI information and moved to separate document "Core Processes KPI Definitions"	Joe Sofinowski
9-16-19	Added reference to Management Turtle Diagram	Julia Rusmanica
7-30-21	Removed AS9100D requirements DMI meeting frequency changed from weekly to biweekly	Songul Gurleyen