

# Quality Team & Responsibilities

**David Hill, Jonathan Hill  
Joint Managing Directors**

- Overall Responsibility for Quality
- Business Planning
- Management Review
- Plant & Building Maintenance Program

**David Nash  
Director**

- Business Development Plan
- Management Review

**Justine Le Marinel  
Manager – Office Administration**

- Contract Review
- Material Purchase Processing
- Storage of Data & Records
- Induction Training

**Peter Day  
Production Manager**

- Contract Review
- Control of Non-conforming Product
- Production Realisation
- Induction Training

**David Youlden  
Quality Manager**

- Management Representative QMS
- Corrective & Preventive Action
- Internal Audits
- 2nd & 3rd Party Assessments
- Non Conformance Investigation
- Quality Meetings
- Maintenance of training records
- Management Review preparation.
- Document & Data Control
- Induction Training

**Anna Langier  
Quality Engineer**

- Calibration
- Training Quality Staff
- Internal Audits
- 2nd & 3rd Party Assessments
- Non Conformance Investigation

**Maria Suska & Sylwia Pietrzyk  
Inspectors**

- Inspection, Test & Test reports
- Goods Inwards Inspection

**John Hill Jr.**

- Reel to Reel Manager
- Production Realization R2R
- Production Line Maintenance R2R

**Malvin Hector,  
Technical Manager**

- Process Control
- Technical Training

**Eugenia Tranca, Shanice Wheeler  
Raewyn Edmondson**

**Process Chemist**

- Process control
- Inspection & Test
- Laboratory records are maintained

**Nicola Sargent**

**Management Support Assistant**

- Monitoring Supplier Performance
- Reporting Customer Satisfaction
- Induction Training

**Penny Bridger**

**Health & Safety Advisor**

- Health & Safety
- Maintenance of Coshh ,RoHS,Reach. Records
- Environmental legislation updates.
- Induction Training

