0. Foreword, Company Objectives

Our objective is to reach the standards of high quality for products and services demanded by the market place.

This objective is central to our quality statement.

To achieve this, our quality statement has been integrated into and occupies a leading role in our business practices. In principle this means:

- **We want to be amongst the most customer oriented companies in the test equipment sector relevant to our products.**

For EMC PARTNER AG this means:

- **We meet the needs of our customers through reliable products, services and consultation.**
- **Our stated objective is to avoid errors in the first place, rather than have to correct them later. „Get it right the first time."**
- **We are engaged in ensuring the long term commercial success of EMCP, in order to secure jobs.**
- **We care for the health and well-being of our workers and strive to minimize environmental impact.**

All these objectives lead to continual improvements in company processes.
To achieve this requires that every worker systematically makes themselves aware of the quality requirements and receives appropriate training, so that the stated objectives can be met.
We are constantly striving to create a working environment (defined in the EMCP company culture) whereby every worker is motivated and has the opportunity to contribute towards meeting these objectives.
High quality, failure free products and services can only be delivered to our internal and external customers when every worker is fully engaged in the process.

Laufen, February 2007

Management EMC PARTNER AG

Use of the Quality management handbook

1.1 Purpose and Application

The current QMH is used as a:

- Basis for changes, internal and external audits as well as the training of workers and managers.
- Reference in situations that require clarification and differences of opinion

  Sections that contain a necessarily large amount of detailed description or confidential processes are contained in separate documents and referenced from the QMH.
  Exceptions need specific approval.

1.2 Introduction and use

This handbook is based on the international standard ISO 9000: 2000 for quality management.
To facilitate better use of the quality management handbook, the individual elements are structured as in the standard ISO 9001:2000
Elements of the standard that currently have no application in the company are considered to be reserved.
Introduction at a later date is not excluded.

1.3 Presentation of quality management documentation

The QM elements in chapter 4 of this quality management handbook are organised as follows:

Inclusion	Distribution		Describes
Complete company	Company director Department managers External chapters 0 and 1	QM Hand book (QMH)	Basic, organisation and processes, operational integration, responsibilities and competence. Contains company organizational know-how and refers to the VAs and AAs
Departments	Generally Internal to. EMCP	Process Instructions (VA)	Parts of the QM System that contain detailed descriptions. Including company organizational and technical know-how. Process descriptions
Specific areas, individual activities	Internal only at work stations (except external service locations)	Work Instructions (AA)	Regulation of individual items. Detailed instructions such as test specifications, construction plans, etc.. Contains company specific technical know-how.

1.3 Updating and distribution

The designated quality manager is responsible for ensuring this quality handbook is up to date and relevant to the needs of the organisation. The company director approves any changes. The QM handbook is revised at regular intervals, at least once per year.

The current QMH version is stored on the EMCP internal server in the directory QS (QMH). Chapters 0 and 1 are stored as pdf files in both English and German in the directory INFO and are available to all users.

The Process and Work instructions are stored on the server as pdf files, can be accessed (according to individual network rights) examined and printed.

1.4 User Responsibilities

Users of work examples are responsible for implementing the quality procedures described in this QM handbook in accordance with their work assignments.

1.5 Rights

The company is responsible for and retains all rights to this QM handbook.
The contents are to be treated as confidential. No part of this QM handbook may be copied or distributed using any medium without the explicit written consent of the company.