THE BERKELEY GROUP PLC

BSQA MS008
IMPROVEMENT

VERSION NUMBER: ISSUE 1.1   ISSUE DATE: NOVEMBER 2023

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APPROVED FOR DISTRIBUTION BY: PRODUCTION COMMITTEE

APPROVAL DATE: NOVEMBER 2023

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REVISION REGISTER

DATE	SECTION	DESCRIPTION	VERSION
01/05/20		First Issue	Issue 1.0
Nov 2023	All	Review – No changes	Issue 1.1

RESPONSIBILITIES

Ultimate responsibility for all matters relating to Building Safety & Quality Assurance within The Berkeley Group plc (Berkeley) rests with its Main Board of Directors.

The Berkeley Group plc Board have appointed an Executive Director responsible for reporting on Building Safety & Quality Assurance matters and a Group Executive for Health, Safety and Building Safety & Quality Assurance to co-ordinate and promote the implementation of, and review compliance with the Building Safety & Quality Assurance Policy and Standards set at Group level.

The Group Executive for Health, Safety and Building Safety & Quality Assurance will report to and directly advise the Executive Director responsible for reporting on Building Safety & Quality Assurance.

Each Division will establish their local operational Building Safety & Quality Assurance arrangements considering the requirements of Group Policy and Standards.

INTRODUCTION

There is a requirement for arrangements to be in place to address non-conformance, identify any improvements that may be required and to enable continual improvement of the arrangements.

MAIN REQUIREMENTS

Berkeley requires Divisions to:

1. Ensure that a process is in place when things go wrong to react to it by:

    • Doing something, taking action or fixing it

    • Deal with the impact it had

2) Ensure when non-conformances are raised, evaluation takes place as to why this occurred to prevent re-occurrence and any corrective actions are implemented

3) Ensure that all non-conformances are digitally recorded

4) Ensure that any non-conformances are closed-out in a timely manner

5) Ensure that there is a process in place to measure and monitor the effectiveness of any arrangements

6) Ensure that there are arrangements in place to enable outputs from monitoring and measuring to be used for continual improvement going forward

Note: Divisions will ensure the requirements set out above are included in their local Quality Management System (QMS) and are effectively implemented through their project specific Quality Management Plan (QMP).