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(QUALITY MANUAL)

Quality Management System

ISO 9001:2015

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Company Profile

Mahadev Steel India is one of the biggest steel manufacturer and exporter from India and this company is supply material in different different sector like Aerospace, Oil and Gas, Refinery, Defense, Automobile, Manufacturing, Port, infrastructure, Piping, Airport, Buildings and other sectors. Mahadev Steel India is a Indian diversified steel producer, involved in the entire steel making process from mining iron ore to manufacturing and exporter and selling finished steel products, making them one of the few fully integrated steel operations worldwide; essentially, they mine raw materials, process them into steel, and then market and sell the finished steel to various industries like construction, automotive, and engineering sectors, Defense, Aerospace and various industry. Mahadev Steel India is one of the world's most geographically diversified steel producers Seller. With raw material operations in India and manufacturing units spanning India, Europe and South-East Asia, we are self-sufficient in iron ore.

Mahadev Steel India is India's leading manufacturer and exporter and trader of stainless steel products from India. Our product range includes stainless steel slabs, blooms, coils, plates, sheets, precision strips, wire rods, rebars, pipes and tubes, and coin blanks and Pipe fittings, Flanges, Inconel, Monel, Hastelloy, Titanium, Etc. These stainless steel products are essential in diverse industries. Mahadev Steel India are selling products and are used in many industries, including construction, infrastructure, automobiles, and appliances. The top countries that India exports steel to include the United States, Germany, United Arab Emirates, United Kingdom, and Canada Asia, Middle east country etc. Steel is widely used in various sectors including construction and infrastructure (buildings, bridges), automotive manufacturing (car bodies, chassis), machinery and equipment, electrical appliances, shipbuilding, and even in domestic appliances, with different types of steel being chosen based on the specific needs of each industry due to their varying properties like corrosion resistance and strength.

- **Construction & Infrastructure:** Steel is the primary material for structural components like beams, columns, trusses, and reinforcing bars in buildings, bridges, and other infrastructure projects.
- **Automotive Industry:** Steel coils are used to manufacture various car body parts, chassis elements, and exhaust pipes.
- **Manufacturing & Machinery:** Steel is used for industrial machinery parts, tools, and structural support within factories.
- **Electrical Equipment:** Steel's good electrical conductivity and corrosion resistance make it suitable for electrical components and equipment construction.
- **Shipbuilding:** Special alloy steels are used for building ship hulls and components due to their strength and resistance to saltwater corrosion.
- **Appliance Manufacturing:** Stainless steel is commonly used in household appliances like refrigerators, ovens, and dishwashers due to its durability and resistance to rust.

Different types of steel and their applications:

- **Carbon Steel:** Most widely used for general construction applications due to its affordability and good structural integrity
- **Stainless Steel:** Preferred for applications requiring high corrosion resistance, like kitchenware, medical equipment, and outdoor structures.
- **Alloy Steel:** Offers customized properties like increased strength, heat resistance, or improved machinability depending on the alloy composition, used in specialized industries like aerospace and high-performance machinery.

Some of the aspects that make us a preferred company in the market, are:

- Quality & Innovation
- Customization Facility
- Reliable & Consistent
- Reasonable Prices
- Timely Delivery
- Customer Responsiveness
- Continual Improvement in Product, Process & Performance

Mahadev Steel India is a prominent and geographically diversified company operating in the field of ferrous and non-ferrous metal products, with a strong presence as a manufacturer, exporter, supplier, and stockist in the Indian and international markets.

ABOUT CEO

"Under Mr. Choudhary leadership, the company has seen significant growth in..."

"Mr. Choudhary is known for their visionary approach to..."

"A key driver of Export has been CEO focus on..."

"Mr. Choudhary is passionate about Mahadev Steel India and actively promotes them within the organization."

"With extensive experience in Metal, Mr. Choudhary brings a wealth of knowledge to the role."

Key Highlights:

Core Business: The company specializes in a wide array of high-quality steel and alloy products, serving as a "Total Piping Solutions" provider.

Product Range: They offer an extensive product catalog, including:

- Stainless Steel, Carbon Steel, Duplex Steel, Super Duplex Steel, and Alloy Steel products.
- High Nickel Alloys such as Inconel, Monel, Hastelloy, Incoloy, and Titanium.
- Forms: Pipes, Tubes, Sheets, Plates, Coils, Round Bars, Rods, Flanges, Pipe Fittings, Forged Fittings, and Fasteners (nuts, bolts, washers).

Quality and Certifications: They emphasize adherence to stringent international standards and are an ISO 9001:2015 certified company, reflecting their commitment to quality, reliability, and excellence.

Market Reach: Mahadev Steel India has a significant global reach, explicitly stating they are exporters and suppliers serving customers worldwide in countries including the US, Germany, UAE, UK, Canada, and the Middle East.

Applicable Industries: Their products are essential components for diverse sectors globally, including:

- Oil & Gas
- Refinery
- Power Plants
- Aerospace & Defense
- Ship Building
- Manufacturing, Construction, and Infrastructure.

The company's mission is focused on developing its business both domestically and internationally by providing the best quality products at reasonable prices, aiming to be a preferred supplier in its target markets.

MISSION

MAHADEV STEEL INDIA Developing our business in domestic as well as international market and serving best quality products in reasonable price. Mission to engage more customers with our quality products.

The mission of a steel company can include providing high-quality products, being environmentally friendly, and creating a safe working environment.

VISION

We help customers develop their energy resources; bringing world class capability and delivering it locally. We are one stop solution for your Stainless Steel Products requirements. The vision of the steel industry is to create a competitive, efficient, and environmentally friendly industry. The steel industry's vision also includes increasing domestic steel consumption, improving quality, and developing new technologies.

GOVERNMENT VISION

The Ministry of Steel's vision is to increase steel production capacity, improve quality, and create a technologically advanced steel industry.

AIM / VISION / MISSION

We Mahadev Steel India are the importers, stockiest & suppliers Manufacturer of Stainless Steel and Nickel Alloy sheets, Strips, Foil, Coil, Shims. Mahadev Steel India takes immense pleasure in introducing itself as one of the leading names in the Engineering Industry having Integrated Steel Complex with modern integration to produce Strips, Coil, Sheet, Foil. we have experience in this field for many years.

Over a decade of progress have consistently made us realize that more than products, it is understanding the client's requirement and giving maximum services to the customer is what makes us stand apart from others. We have a self contained unit with forming, Forging, Welding, Machining, Heat treatment, and Facilities for physical & Chemical testing, This enables us to meet strict requirements of manufacturing and testing codes.

Each of our department right from procurement, production, inventory, market, sales and services are fully automated for a better supply chain management, so as to offer the best product quality and prompt service to our clients. Along with technological equipment, manpower is also given special attention. All our professionals are highly dedicated and committed to their client's requirements. Our team of workers starves to provide quality service to you according to your specification.

We have served our prestigious clients by supplying from spare parts to whole Projects. With our Commitment towards quality & timely delivery on regular basis at the most reasonable prices, we have developed long term business relations with our customers.

We have built up adequate stock levels of all essential items within our scope of supply and are in a position to offer immediate deliveries.

The quality of our products is engineered by ourselves & has been hailed & vouched by numerous companies & MNC's across the world. Our Research & Development Team keeps on proposing necessary changes as we are in constant touch with various successful clients in the world.

TEAM OF EXPERTS

When introducing the team of experts at Mahadev Steel India, it's important to highlight their experience, expertise, and commitment to quality. Here's a potential introduction, drawing from the information available:

"At the heart of Mahadev Steel India's commitment to delivering high-quality steel products lies our team of dedicated experts. With decades of combined experience in the steel industry, our professionals possess deep knowledge and expertise in every facet of steel manufacturing, sourcing, and distribution.

From our seasoned metallurgists who ensure the precise composition and quality of our materials, to our logistics specialists who guarantee timely and efficient delivery, each member of our team plays a crucial role in upholding our standards of excellence.

We are proud to introduce the people who drive Mahadev Steel India's success:

- **Experienced Metallurgists:** Experts in material science, ensuring top quality steel products.
- **Quality Control Specialists:** Meticulous professionals guaranteeing adherence to stringent quality standards.
- **Logistics and Supply Chain Professionals:** Ensuring efficient and timely product delivery.
- **Sales and Customer Service Teams:** Dedicated to providing exceptional customer support.
- **Management and Leadership:** Providing experienced direction, and ensuring the company stays at the forefront of the steel industry.

This team, driven by a passion for excellence and a commitment to customer satisfaction, is the backbone of Mahadev Steel India. Their collective expertise ensures that we consistently deliver the highest quality steel products and services to our valued clients."

Key aspects of this introduction:

- It emphasizes the team's experience and expertise.
- It highlights the diverse roles within the team.
- It connects the team's work to the company's commitment to quality.
- It also gives a general overview of the types of experts that are employed.

By presenting the team in this way, Mahadev Steel India can instill confidence in its clients and showcase its dedication to professionalism and quality.

MAJOR MARKET

Mahadev Steel India Major Market of the Asia-Pacific was the largest region in the metal market in 2023. Western Europe was the second-largest region in the metal market. The regions covered in the metal market report are Asia-Pacific, Western Europe, Eastern Europe, North America, South America, Middle East, Africa.

Mahadev Steel India is exporting in major countries like as per given below list

Top Export Destinations (Engineering Products)

1. United States

2. United Arab Emirates

3. China

4. Bangladesh

5. Netherlands

6. Singapore

7. Hong Kong

8. United Kingdom

9. Belgium

10. Nepal

11. Italy

12. Malaysia

13. Vietnam

14. Germany

15. France

16. Saudi Arabia

17. Russia

18. Pakistan

19. Thailand

20. Canada

21. Australia

22. Indonesia

23. Spain

24. South Africa

25. Mexico

26. Sri Lanka

27. Philippines

28. Egypt

29. Nigeria

30. Turkey

31. Iran

32. Kenya

33. Brazil

34. South Korea

35. Japan

36. Taiwan

37. Oman

38. Qatar

- 39. Kuwait
- 40. Bahrain
- 41. Oman
- 42. Jordan
- 43. Morocco
- 44. Algeria
- 45. Kenya
- 46. Ghana
- 47. Senegal
- 48. Mozambique
- 49. Tanzania
- 50. Ecuador
- 51. Chile
- 52. Peru
- 53. Argentina
- 54. Colombia
- 55. Chile
- 56. Uruguay
- 57. Paraguay
- 58. New Zealand
- 59. Fiji
- 60. Papua New Guinea
- 61. Ghana
- 62. Cameroon
- 63. Ivory Coast
- 64. Angola
- 65. Zimbabwe
- 66. Zambia
- 67. Uganda
- 68. Rwanda
- 69. Mauritius
- 70. Seychelles
- 71. Maldives
- 72. Yemen
- 73. Lebanon
- 74. Israel
- 75. Palestine
- 76. Jordan
- 77. Belarus
- 78. Ukraine
- 79. Kazakhstan
- 80. Uzbekistan
- 81. Kazakhstan
- 82. Azerbaijan
- 83. Georgia
- 84. Armenia

85. Kyrgyzstan
86. Tajikistan
87. Mongolia
88. New Zealand
89. Papua New Guinea
90. Fiji
91. Myanmar
92. Cambodia
93. Laos
94. Brunei
95. Vietnam
96. Philippines
97. Sri Lanka
98. Maldives
99. Algeria
100. Morocco
101. Tunisia
102. Libya
103. Sudan
104. Ethiopia
105. DR Congo

BRANDS WE DEAL IN

We Mahavdev Steel India are dealing in metal brand of TATA, JIDNAL, JSW, SAIL, POSCO, BRITISH etc. JSW Steel Jindal Steel and Power Tata Steel Steel Authority of India Hindalco Industries Vedanta APL Apollo Tubes Essar Steel Godawari Power And Ispat Jindal Saw Jindal Stainless Nmdc Rashtriya Ispat Nigam Limited Bao steel Group Coal India Hindustan Copper Hindustan Zinc Indian Metals Nalco Ratnamani Metals & Tubes Shyam Metalics and Energy.

OUR QUALITY ASSURANCE

Quality is our prime concern. We are able to maintain high quality standards through our committed personnel and sound infrastructure. We ensure that finest quality material is used for our products. For ensure the quality of each material, we are providing Materials Test Certificate along with supply. Our team of experts maintain a vigil on the quality of the products. Every single piece is attached with test certificates and reports. We are continually improving our quality to serve our clients better.

Principles:

We strive to be the best qualities and technologies in our industry. We care about our client's time and money. We do our absolute best to honour our words and client faith on us. We strive to always act with integrity and commitments.

Quality Objectives:

We consider three elements to be essential for the overall quality of the company services:

- Independence & Objectivity.
- Technical & Scientific Quality.
- Practical Benefits to Clients.

Our Excellence:

Quality is our prime aim. We are able to maintain high quality standards through our committed personnel and sound infrastructure. We ensure that finest quality material is used for our products. For ensure the quality of each material, we are providing Materials Test Certificate along with supply. Our teams of experts maintain a vigil on the quality of the products. Every single piece is attached with test certificates and reports. We are continually improving our quality to serve our clients better.

Quality Control:

We exercise stringent quality control measures for ensuring the accurate dimensions and mechanical properties of our products.

Our quality assurance system assures each product to pass through following processes and quality systems:

- Certification and Supplementary Test
- Finishing and Marketing.
- Material Control System
- Machining and Dimensional Control
- Process Control System.

Quality Assurance:

The quality assurance system is guided by principles that support our unique working culture which incorporates respect, self-management, open communication and creativity.

Our Quality Standards:

The bitterness of poor quality remains long after low pricing is forgotten. So, we follow strong measure of quality checking. Understanding Customers requirement and ensuring to supply as per these requirements is realized with the help of Quality Assurance and Quality Control at **MAHADEV STEEL INDIA**.

Across the entire business chain of supplies, operations and marketing appropriate quality assurance systems are in place to ensure correctness at each step of the cycle. In our philosophy, quality is not only the durability and defect free nature of product but its utility and applicability to satisfy the sole purpose for which it was bought.

Thus, we are committed to produce products, which can satisfy different requirements and purposes. We have adopted stringent quality control measures to ensure superior quality and zero defects' products. Quality is checked at different stages of production and supply and the raw material we use is sourced only from reliable and established vendors.

We are backed by the below enlisted professionals:

- Managers
- Procuring agents
- Marketing and Sales Executives
- Warehousing and Packaging Personal
- Administrative.

CLIENT SATISFACTION

Being a client-eccentric company, each business task is performed to cater complete fulfillment of our appreciated patrons. We believe in offering perfect product line which is free from any flaw and can completely fulfil the precise necessities of our honored patrons. Our products find its usage in various areas for precise purposes. Our products are widely required for its sturdy nature. We have an extensive clientele base that prefers our products for industry-leading rates as well as appropriate delivery of shipments.

OUR TEAM

Our organization is supported by a team of well-qualified professionals that have helped us to carve a niche in this competitive market. As a customer-eccentric organization, our team put their best efforts to offer premium quality products to meet the client's expectation. We also conduct a regular basis training for our team, which helps in improving their efficiency and skills. Based on their highly professional attitude towards work we have achieved tremendous success with our streamlined business activities.

Our team comprises:

- Technicians
- Engineers
- Quality controllers
- Sales and marketing executives

WHY US?

Some of our specialties that make us a profitable business partner for our clients are:

Professional and customized: our expert team focusing on pipes/tubes more than 20 years, we know understand the requirement involved in the surface finish, annealing process, tolerance precision, specification supply, selection and use of different materials & grades tubes and we could be design and production according to different requirement of clients in Industrial tubes, precision tubes, sanitary tubes, capillaries and needle tube.

Superior quality & price: Firm production and sell control all by self in stainless steel pipes that could provide absolutely competitive prices & quality. Plenty ready stock supply more than 2000 tons make sure delivery timely.

Graded Delivery: Now we classify pipes into three different quality and packaging levels to provide the most suitable price and suitable quality for people in different parts of the world.

Discounts and one-stop services: firm make a discounts and best prices to client that for establish a long-term cooperative relationship in beginning development foreign trade business. and we provides one-stop purchasing services for client of steel pipes, fittings, flanges, valves and other pipeline system materials.

INDUSTRY LIST

1. Chemical
2. Aerospace
3. Cement
4. Oil and Gas
5. Power Plant
6. Construction.

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Quality Management System Distribution

1. PROPRIETORSHIP - Copy no 1
2. Reference copy -Copy 2 for External / Internal Auditor & Process owners

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MAHADEV STEEL INDIA is committed for delivering quality in Scope of Business

"STOCKIST, SUPPLIER AND EXPORTER OF FERROUS & NON-FERROUS METALS, STAINLESS STEEL, CARBON STEEL, DUPLEX, SUPER DUPLEX, COPPER, BRASS, ALUMINIUM, INCONEL, MONEL, HASTELLOY, PIPE, TUBES, SHEET, PLATE, COIL, ROD, ANGLES, CHANNELS, FASTENERS, ALLOY STEEL, GASKETS, SS & MS FITTINGS."

Which meet and exceeds the needs & expectation of our clients?

We promise our valued customer's commitment to excellence in each activity by each employee in the organization by adopting innovative and best in class engineering and management practices with continual improvement in business and quality management system as a part of our efforts for enhancement in customer satisfaction while assuring 100% quality and quantity.

Key Objectives

1. Timely completion of projects
2. Increase Customer satisfaction
3. Reduce Customer Complain
4. Low Defective products

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1	MTI	MAHADEV STEEL INDIA	18	ASL	Approved supplier list
2	QSM	Quality System Manual	19	PDIR	Pre-Dispatch Inspection Report
3	DI	Documented Information	20	MME	Measuring & Monitoring Equipment's
4	CFT	Cross Functional Team	21	ISO	International Organizational for Standardization
5	CH	Chart	22	MKT	Marketing
6	CP	Control Plan	23	QA	Quality Assurance
7	FG	Finished Goods	24	PUR	Purchase
8	QF	Quality Format	25	STR	Stores
9	SYS	System	26	INST	Installation
10	IA	Internal Audit	27	HR	Human Resource
11	List	List	28	MNT	Maintenance
12	NC	Non-Conformance	29	DD	Design and Development
13	CA	Corrective action	30	LOI	Letter of Indent
14	OK	Organizational Knowledge	31	MI	Measurement traceability
15	NCP	Non-Conforming Product	32	PI	Performance evaluation
17	EP	External provider	34	IP	Interested Parties

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4.1 Understanding the organization and its context:

MAHADEV STEEL INDIA determines external and internal issues that are relevant to its purpose and its strategic direction and that affect its ability to achieve the intended result(s) of its quality management system through PEST and SWOT. The external and internal issues identified through PEST and SWOT are continuously being monitored and reviewed by

PEST

Political Factors (P)	Economic Factors (E)
1 Political direction on Smart Cities	1 Growth of banks in rural areas
2 Allocation for Infrastructure	2.Funding of smart cities
3 Skill enhancement in Automation Sector	3 Increase in car park density
4 Monetary policies	4 High GDP growth
Social Factors (S)	Technology Factors (T)
1 Increased literacy	1 Advancement in chip design
2 Technological awareness	2 Automation tools growth
3 Banking on banks	3 High technology at low cost
4 Increased per capita income	4 Digital technology growth

SWOT

Strength (S)	Weakness (W)
1 Strong technology backup	1 Very small team
2 Young and motivated team	2 Lack of Industrial Zone
3 Nil borrowing	3 Weak marketing
4 Quick decision making	4 High inventory
5 Strong customer focus	5 Limited customer base
Opportunity (O)	Threat (T)
1 Lean organization leads to	1 High technology imports
a Flexibility in products	2 Skill development velocity
b Quick response to customer needs	3 Increased competition
2 Low level of competition	4 Technology leakage
3 High growth potential	5 Attrition

4.2- Understanding the needs and expectations of interested parties

MAHADEV STEEL INDIA has determined the interested parties who are relevant to the **MAHADEV STEEL INDIA** Quality management system and the requirement of the interested parties in order to prevent the potential effect on the organization's ability to consistently provide products and services which meet the customer and applicable statutory and regulatory requirements.

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Interested parties	Requirements	Monitoring & Review mechanism in MAHADEV STEEL INDIA	
External providers	1) Specification communication 2) Payment as agreed 3) On time Supply of Input material (if any) 4) Technology support	1) Defined in Documented information of External provider's control 2) Review in Management review meetings	
Customer	1) Quality of product & Service 2) Delivery of product on time 3) Response to complaint 4) Proper Communication channel	1) Defined in documented information of Marketing & Sales process 2) Review in Management review meetings	
Statutory & Regulatory Body	Complying with the statutory and regulatory requirements as defined from time to time.	1) Defined in documented information of Leadership 2) Review in Management review meetings	
Bankers / Financiers	Updating of changes in the organization whenever it happened	Review in Management review meetings	
Employees	Management Support, Payments on time	Accounting Control of management	

4.3 Determining the scope of the quality management system

The organization had determined the scope of the quality management system by considering external and internal issues, requirement of relevant interested parties and Product & Service of the organization.

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Scope of Quality Management System

"STOCKIST, SUPPLIER AND EXPORTER OF FERROUS & NON-FERROUS METALS, STAINLESS STEEL, CARBON STEEL, DUPLEX, SUPER DUPLEX, COPPER, BRASS, ALUMINIUM, INCONEL, MONEL, HASTELLOY, PIPE, TUBES, SHEET, PLATE, COIL, ROD, ANGLES, CHANNELS, FASTENERS, ALLOY STEEL, GASKETS, SS & MS FITTINGS."

Exclusions:

NIL

4.4 Quality management system and its processes **MAHADEV STEEL INDIA** has determined the processes needed for the quality management system and their application throughout the organization in Process map & Interactions of processes QM

- Has determined the inputs required and the outputs expected from each process in individual process map addressed in documented information of each process.
- Has determined the sequence and interaction of the processes in Process map & Interactions of processes QM-M
- Has determined and applied the criteria and methods (including monitoring, measurements and related performance indicators) needed to ensure the effective operation and control of these processes in documented information of each process.
- Has determined the resources needed for these processes and ensure their availability in documented information of Support process.
- Has assigned the responsibilities and authorities for each process
- **MAHADEV STEEL INDIA** has addressed the risks and opportunities

MAHADEV STEEL INDIA has been evaluating these processes and implementing any changes needed to ensure that these processes achieve their intended results and improve the processes and the quality management system.

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Improve the processes and the quality management system

4.4.2- MAHADEV STEEL INDIA is also maintaining documented information to support the operation of its processes and retaining documented information to have confidence that the processes are being carried out as planned.

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Leadership and commitment

MAHADEV STEEL INDIA Management has demonstrated leadership and commitment with respect to the quality management system through

- Taking accountability for the effectiveness of the quality management system by periodical review of quality management system through management review meeting, Quality objectives review and providing necessary resources.
- Management has determined the organizational processes and integrated with the quality management system requirement through process map & Interaction this can be demonstrated.
- Established procedure for promoting the use of the process approach and risk-based thinking
- Ensuring that the resources needed for the quality management system are available, this is being periodically reviewed through management review meeting.
- Communicating the importance of effective quality management and of conforming to the quality management system requirements
- Ensuring that the quality management system achieves its intended results
- Engaging, directing and supporting persons to contribute to the effectiveness of the quality management system by providing trainings, conducting awareness programs and
- Supporting other relevant management roles to demonstrate their leadership as it applies to their areas of responsibility.

5.1.2 Customer focus

MAHADEV STEEL INDIA management has demonstrated leadership and commitment with respect to customer focus by ensuring that

- Customer and applicable statutory and regulatory requirements are determined, understood and consistently met.
- The risks and opportunities that can affect conformity of products and services and the ability to enhance customer satisfaction are determined and addressed
- The focus on enhancing customer satisfaction is maintained and procedure.

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QUALITY POLICY

MAHADEV STEEL INDIA is committed for delivering quality in
“STOCKIST, SUPPLIER AND EXPORTER OF FERROUS & NON-FERROUS METALS, STAINLESS STEEL, CARBON STEEL, DUPLEX, SUPER DUPLEX, COPPER, BRASS, ALUMINIUM, INCONEL, MONEL, HASTELLOY, PIPE, TUBES, SHEET, PLATE, COIL, ROD, ANGLES, CHANNELS, FASTENERS, ALLOY STEEL, GASKETS, SS & MS FITTINGS.”

5.2.1 We promise our valued customer's commitment to excellence in each activity by each employee in the organization by adopting innovative and best in class engineering and management practices with continual improvement in business and quality management system as a part of our efforts for enhancement in customer satisfaction while assuring 100% quality and quantity.

5.2.2 Establishing the quality policy

MAHADEV STEEL INDIA management has established, implemented and maintained a quality policy that

- a) is appropriate to the purpose and context of the organization and supports its Strategic direction
- b) Provides a framework for setting quality objectives
- c) Includes a commitment to satisfy applicable requirements
- d) Includes a commitment to continual improvement of the quality management

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5.2.3 Communicating the quality policy

The quality policy is

- Meet the needs and exceed the expectations of its customers in order to achieve customer satisfaction at all stages of the service delivery.
- Maintain a Business Management System which is compliant with and assessed against ISO 9001:2015.
- Use the Quality Management System as a practical and commercially effective value- adding tool.
- Enhance the Company's integrity and reputation through continual improvement at all levels of the business.
- Establish Quality Objectives annually at Management Review Meetings and will communicate and monitor their effectiveness at regular intervals throughout the year, through team meetings and regular management meetings
- Meet employee expectations through communication, training and advancement.
- Regularly review this Quality Policy and our business management system to ensure its continued suitability and effectiveness throughout the business.
- The PROPRIETORSHIP is ultimately responsible for the effective communication of this Policy and operation of the business management system. In order to demonstrate the Company's commitment to achieve this goal the Managing PROPRIETOR has been appointed Company Quality Management Representative to manage and control the system.

3. Organizational roles, responsibilities and authorities

MAHADEV STEEL INDIA management has ensured that the responsibilities and authorities for relevant roles are assigned communicated and understood within the organization. While assigning roles, responsibility and authority, top management has considered and ensured that

- The quality management system conforms to the requirements of this International Standard
- The processes are delivering their intended outputs
- Reporting on the performance of the quality management system and on opportunities for improvement, in particular to top management
- The promotion of customer focus throughout the organization
- The integrity of the quality management system is maintained when changes to the quality management system are planned and implemented.
- Roles, responsibility and authorities assigned are available in process & as per Orga-chart wise.

MAHADEV STEEL INDIA STAFF AND THEIR ROLES & RESPONSIBILITIES

PROPRIETORSHIP Responsibility

- Overall Responsibility for formulating and communicating Quality Policy & Quality objectives.
- Formulation of Strategy for continuous up gradation of Business and Quality System.
- Ensure periodic assessment of the performance of Quality System.
- Approval of Quality System Manual.
- Budget Approval for the organization.
- Overall Responsibility for Business Development & all financial issues.
- Provision of resources as required.
- Strategic decisions on developments and technical set ups.
- To provide the leadership for effective implementations of the system.

Authorities

- Approval of customers' orders, P.O. and Cheque.
- Sanctioning leaves of all Staff.
- Approval of funds for Training needs.
- All the authorities of down - line personnel.

Manager Responsibility

- Responsibilities for the entire Product work, i.e., Quality, Quantity and Time.
- Co-ordination with consultants and contractors.
- Co-ordination with Consultants for drawings.
- Co-ordination with the Sales engineers.
- Monitoring Plant engineers work on daily basis.
- Reporting to the GM Projects on the above issues
- Responsibilities for safety at Plant. (Good working environment).

Authorities

- Make or force required decision at all levels to achieve project objectives.
- Quantity and Time frame issues related to project work.
- To stop and initiate corrective actions on non -confirming binding wire products

Engineer Responsibility

- Monitoring of Company and labour contractors.
- Monitoring of work progress and daily reporting
- Preparation of work progress report.
- Control of non - conformity on site.
- Ensuring Machinery is properly used and is with status of calibration.
- Track Project progress & produce regular weekly status reports.
- Coordinate with all labour contractors to achieve continuous progress at site as per schedule.
- Follow up with Project manager for pending decisions / drawings/of Binding wire Product.
- Communicate management decisions and information to Site subordinate staff.
- Ensuring the workers safety at site and usage of safety equipment's.
- Implementation and follow up and regular monitoring of implemented ISO 9001 system at site.
- Co-ordination with the Quality Person for Quality related issues.
- Coordinating Raw Material Accountability at Plant

Authorities

- Initiating the corrective and preventive actions as needed on client and consultants.
- Decision making on during any emergencies at Company site

In charge Marketing

- Managing & motivating the sales force towards achievement of target.
- Preparation of Sales plan.
- Annual sales forecast.
- Monthly sales forecast
- Implementation of sales plan

Authorities

- 1 Approval of documents as per Master list of Quality System Document.
- Authorized to decide corrective & preventive action.
- Authorized to obtain concessional acceptance for non - conforming product from the customer

Admin & Account Responsibility

- Responsible for tendering activity.
- Customer order review.
- Handling and coordinating customers
- Identification of resources, as applicable.
- Document & Data control system pertaining to his department.
- Maintain all documents related to quality system.
- Coordinator for Management reviews.
- Promoting awareness of customer requirements throughout the Organization.
- Compliance & effectiveness of the training system.

- Suitable working environment (cleanliness, ventilation, lighting, safety etc.).
- Record maintaining for Sales Register, Rent Register, Sale Files, and Stationery and office equipment's.
- Archiving and record keeping of old files.
- Payroll Monthly: Salary -To release monthly salary of the employees as per policy finalized.
- Leave - To keep record of leave as per policy finalized.
- Annual Allowance - To release annual allowances as per policy finalized.
- Employee Record - To update employee details as per organization Policy
- To prepare appointment letter, confirmation letter, experience letter & all employee related.
- Matter as per policy finalized with the help of Managing PROPRIETOR.

Authorities

- 1 Approval of customer orders.
- 2 Approval of documents as per master list of Quality System Document.
- 3 Authorized to decide corrective & preventive action.

In charge Purchase responsibilities

- Overall, in charge of purchase Raw material activities.
- Identification of resources, as applicable.
- Purchasing system - Evaluation, selection, purchasing, monitoring.
- Document & Data control system pertaining to his department.
- Corrective / Preventive action system (sub - contractor non-conformance, in particular.)
- Control of records

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6.1.2

- a) actions to address these risks and opportunities
- b) how to integrate and implement the actions into its quality management system processes

6.2.2 Quality objectives and planning to achieve them

6.2.1 **MAHADEV STEEL INDIA** Establish quality objectives at relevant functions, levels and processes needed for the quality management system.

The quality objectives shall

- Be consistent with the quality policy
- Be measurable
- Take into account applicable requirements

Interested Parties	Requirements	Risks and Opportunities	Effectiveness of actions
External Providers	Communication, Payment Terms, On Time Supply, Technology Support,	Communication Gap, Payment & Delivery terms not in written, Output Failure	Communication like Emails, Phone, Payment & delivery terms mention in PO, Documented information is
Customer	Product Quality, Delivery & service of on time, Response to complaint, Proper Communication channel	Business Loss, Reputation Down for Organization	Defined in documented information of Marketing & Sales process & Review in Management review meetings
Statutory & Regulatory Body	Organization & product related Statutory & regulatory requirements is kept	Customer is not accepted material or loss of business	Defined in documented information & Review in Management review meetings
Bankers / financiers	All product & organization related	Organization is facing the problems (funds related)	All product & organization related documents is kept
Employees	On time Payments	Work is not properly operated	On time payments issue to employees
Marketing	Competitive rates, More amenities, Prime Location,	Organization facing problems in sales, Reputation in market	Market analysis, Competent marketing team.
Purchase	Competitive rates, Good Quality material, Timely Delivery,	Organization facing Finance problems, Customer dissatisfied, Delay in project completion & Reputation in market	Market analysis, Competent Purchase team

MAHADEV STEEL INDIA achieves its quality objectives

- a) What will be done?
- b) What resources will be required?
- c) Who will be responsible?
- d) When it will be completed?
- e) How the results will be evaluated?

Our Quality Objectives are as below

- We deliver the rubber product that our customers require.
- As a minimum, we shall meet the requirements of ISO 9001:2015
- We shall be certified or accredited in according to relevant standards.
- We shall provide reliable consultation support & innovative solutions.
- We shall document our quality.
- Our Employee, Vendors & contractor are our most important resource.

Planning of changes

MAHADEV STEEL INDIA Determines the need for changes to the quality management system, the changes are carried out in a planned manner

- a) the purpose of the changes and their potential consequences
- b) the integrity of the quality management system
- c) the availability of resources
- d) the allocation or reallocation of responsibilities and authorities

MAHADEV STEEL INDIA has determined the processes needed for the quality management system and their application throughout the organization in Process map & Interactions of processes QM-M.

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MAHADEV STEEL INDIA management determine, provide and maintain the infrastructure needed to achieve conformity to product requirements & in identifying the required resources the PROPRIETOR play a key role based on their day-to-day interactions with respective IN CHARGE'S and employees

7.1.1 **Environment for the operation of processes**

MAHADEV STEEL INDIA is determined, provide and maintain the environment necessary for the operation of its processes and to achieve conformity of products and services

A suitable environment can be a combination of human and physical factors

- a) Social (e.g., non-discriminatory, calm, non-confrontational)
- b) Psychological (e.g., stress-reducing, burnout prevention, emotionally protective)
- c) Physical (e.g., temperature, heat, humidity, light, airflow, hygiene, noise).

PROPRIETORSHIP in co-ordination with respective IN CHARGE determines and manages the work environment needed to achieve conformity to product requirement and reviewed ongoing basis.

7.1.2 **Monitoring and measuring resources**

7.1.5.1 **General**

MAHADEV STEEL INDIA is determined and provide the resources needed to ensure valid and reliable results when monitoring or measuring is used to verify the conformity of products and services to requirements.

The organization shall ensure that the resources provided

- a) are suitable for the specific type of monitoring and measurement activities being Undertaken
- b) are maintained to ensure their continuing fitness for their purpose
- c) Calibrated or verified, or both, at specified intervals, or prior to use, against measurement standards traceable to international or national measurement standards; when no such standards exist, the basis used for calibration or verification shall be retained as documented information
- d) Identified in order to determine their status
- e) Safeguarded from adjustments, damage or deterioration that would invalidate the calibration status and subsequent measurement results.

MAHADEV STEEL INDIA is determining the validity of previous measurement results has been adversely affected when measuring equipment is found to be unfit for its intended purpose, and shall take appropriate action as necessary.

Control of Monitoring & Measuring Equipment's

Measurement & Monitoring system is well equipped and the system has complete control over the monitoring and measuring Equipment's. The measurement methods used are evaluated to ensure that they are appropriate and reliable

- Equipment's are maintained properly and are calibrated & adjusted as and when needed. Necessary safeguards are in place to take care of adjustments that could lead to invalid results.
- Calibrations are carried out as per international standards (). Where no such standard exists, the basis used for calibration or verification are recorded. The calibration records include the last date of calibration, calibrating agency (for external agency), calibration result, and frequency of calibration as per the process and/or instrument requirement and the next calibration date. The required accuracy is identified and compared to the measurement that meets expectations.
- Identification of appropriate equipment is accomplished by tagging, labeling, numbering or by including it in a calibration/maintenance database.
- Proper control is maintained to ensure that no faulty equipment is used, the reliability of the equipment is ensured through routine maintenance and re-calibration. Equipment's are used, handled and stored under conditions that protect accuracy and prevent unauthorized adjustment.

Organizational Knowledge

MAHADEV STEEL INDIA is determining the knowledge necessary for the operation of its processes and to achieve conformity of products and services.

This knowledge shall be maintained and be made available to the extent necessary

When addressing changing needs and trends, the organization shall consider its current knowledge and determine how to acquire or access any necessary additional knowledge and required updates

Organizational knowledge is specific to the organization; it is generally gained by experience. It is information that is used and shared to achieve the organization's objectives.

Organizational knowledge can be based on:

- Internal sources (e.g., intellectual property; knowledge gained from experience; lessons learned from
- failures and successful projects; capturing and sharing undocumented knowledge and experience; the results of improvements in processes, products and services);
- External sources (e.g., standards; academia; conferences; gathering knowledge from customers or external providers).

7.1 Competence

MAHADEV STEEL INDIA is

- a) Determine the necessary competence of person(s) doing work under its control
That affects the Performance and effectiveness of the quality management system
- b) Ensure that these persons are competent on the basis of appropriate
Education, training, or Experience
- c) Where applicable, take actions to acquire the necessary competence, and
Evaluate the effectiveness of the actions taken.

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7.3 Awareness

MAHADEV STEEL INDIA is ensured that persons doing work under the organization's control are aware of

- a) The quality policy
- b) Relevant quality objectives
- c) Their contribution to the effectiveness of the quality management system, including the benefits of improved performance
- d) The implications of not conforming to the quality management system requirements

7.4 Communication

MAHADEV STEEL INDIA is determining the internal and external communications relevant to the quality management system, including

- a) On what it will communicate
- b) When to communicate
- c) With whom to communicate
- d) How to communicate

Who Communicates?

What	When	with whom	How	Who
INTERNAL COMMUNICATION				
Quality policy	Permanent	All Employees Interested parties	/Display / Letter Training	Management
Importance of effective QMS	As per Training plan / during Orientation training	All Employees	Training / Display	Management
Responsibilities and Authority	During recruitment / Promotion / Department change	Employee	Procedure / Oral Training	Management
Quality objectives	While defining / Once in 3 months	All employees	Procedure / Oral Training	Management
Customer complaint / Feedback	At the time of receipt	Head of the department Respective process	/Meeting	PROPRIETORSHIP

General

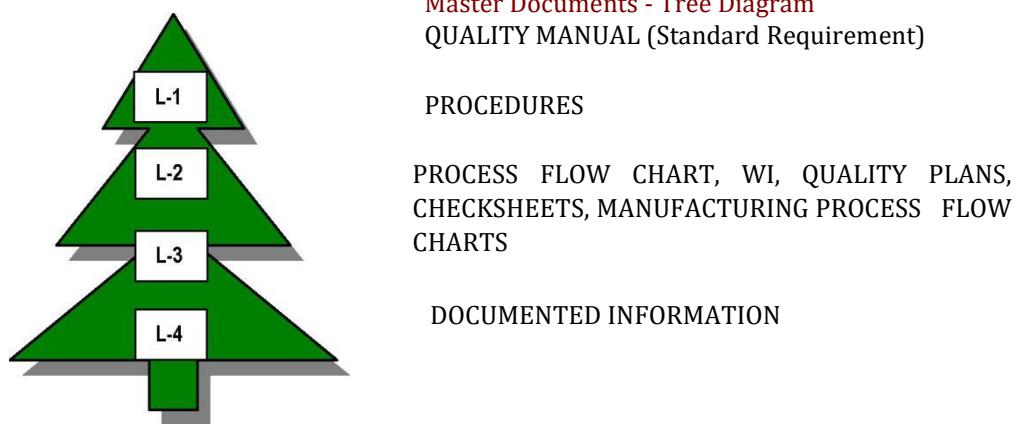
7.5.1 Creating and updating

MAHADEV STEEL INDIA creating and updating documented Information, the **MAHADEV STEEL INDIA** is ensured Appropriate

- Identification and description
- Format (e.g., language, software version, graphics) and media (e.g., paper, Electronic)
- Review and approval for suitability and adequacy

MAHADEV STEEL INDIA quality management system is included

Quality management System documentation is established with the following approach. A four level-documented structure is followed for the operation of Quality Management System



Quality Manual (standard Requirement)

- 1) Defines the approach and responsibility, which includes a documented statement of quality policy & objectives etc.

Procedures

- 2) Defines what, where, when, who & why of an activity being one as stated in ISO- 9001:2015 standard.
- 3) The documented procedure activity process flow chart defines the effective planning, operation and control of processes.

WI, Quality Plans, Check sheet etc.

- 4) Defines how exactly an activity is to be done ensuring the effective planning, operation and control of processes.

Documented Information

- 5) Provides the evidence, which has to be established for all the activities, stated above which in turn Documented Information. A master list of Quality Record is maintained by respective Departments/ section heads as per the requirement of ISO 9001:2015

Control of Quality System Manual

- PROPRIETORSHIP is approving the Quality Manual, procedure, WI & documented Information and its amendments.
- Management Representative / Quality In charge is responsible for preparation, review, issue & control of the manual and its amendments.

- In case any personnel ceases to be holder of manual copy for any reason, his copy number of manual will be allocated to any new holder with note in amendment list to this effect. MASTER COPY will be stamped "MASTER" on the front side of all pages in "BLUE" colour. Photo copy will be taken for all MASTER & will be "CONTROLLED" stamped in RED colour. MR/Quality in charge maintains the master copy having original signatures.

Document changes

MR/Quality in charge perceive the need for amendment to this manual based on adequacy audit report, mistake / corrections during review by any holder, system change and amendment to Reference ISO standard or any change in the organization affecting system described in this manual. Amendments to this manual are recorded in the Amendment list (After Amendment). The holders of Quality System Manual refer to amendment list before referring to respective amended sections to clearly understand details / purpose of amendment. A list indicating latest revision status of each page of this manual, whenever a page of any chapter is amended, the page and the chapter bear the latest Rev. No. The latest revision no. is indicated in the amendment sheet, and on the cover page of the Quality Manual.

Numbering Logic of Quality System Manual

The numbering logic of this quality system manual will be as described here:

- a. The numbering logic will be **-QM-XX**.
- b. Indicates **MAHADEV STEEL INDIA**
- c. QM indicates Quality System Manual of ISO 9001:2015.

For Maintain Documented Information

7.5.2

Control of documented information

Documented information required by the quality management system and by this International Standard shall be controlled to ensure

- It is available and suitable for use, where and when it is needed
- It is adequately protected (e.g., from loss of confidentiality, improper use, or loss of integrity)

(Procedure for Retain Documented Information)

For the control of documented information, **MAHADEV STEEL INDIA** is address the

Following activities, as applicable

- Distribution, access, retrieval and use Storage and preservation, including preservation of legibility Control of changes (e.g., version control) Retention and disposition
- Documented information of external origin determined by the organization to be necessary for the Planning and operation of the quality management system is identified as appropriate, and is controlled.
- Documented information retained as evidence of conformity shall be protected from unintended alterations

Operations

8.1 Operational planning and control

MAHADEV STEEL INDIA is plan, implement and control the processes needed to meet the requirements for the provision of products and services, and to implement the actions in & maintained risks and opportunities related to planning maintained in operational planning control. Like bar chart for planning.

- a) Determining the requirements for the products and services
- b) Establishing criteria for
- 1) The processes
- 2) The acceptance of products and services
- c) Determining the resources needed to achieve conformity to the product and service Requirements
- d) Implementing control of the processes in accordance with the criteria
- e) Determining, maintaining and retaining documented information to the extent Necessary.

- 1) To have confidence that the processes have been carried out as planned
- 2) To demonstrate the conformity of products and services to their requirements

MAHADEV STEEL INDIA is control planned changes and reviews the consequences of unintended changes, taking action to mitigate any adverse effects, as necessary.

MAHADEV STEEL INDIA is ensured that outsourced processes are controlled refer QM-O

8.2 **Requirements for products and services**

8.3 **Customer communication**

Communication with customers is include

- a) Providing information relating to products and services
- b) Handling enquiries, contracts or orders, including changes
- c) Obtaining customer feedback relating to products and services, including customer Complaints.
- d) Handling or controlling customer property
- e) Establishing specific requirements for contingency actions, when relevant customers are communicated regarding the product information though letter, verbal and/ or through phone, Fax, e-mail. If any amendments in inquiries, purchase orders it will be communicated through Phone, letter & Email. The customer complaints are registered in customer complaint register and the corrective action taken is communicated determining the requirements for products and services.

MAHADEV STEEL INDIA is ensured that

- The requirements for the products and services are defined, including
- Any applicable statutory and regulatory requirements
- Those considered necessary by the organization
- The organization can meet the claims for the products and services it offers

At present the marketing activities are looked after **PROPRIETOR Mr. GANESHARAM CHOUDHARY** is actively involved in the determination of customer requirements and for each enquiry he determines the requirements related to the product in contract review form with respect to requirements specified by customer, including the requirements for delivery and post-delivery activities. Requirements not stated by customer but necessary for specific or intended use (where known) Statutory and Regulatory requirements related to the product any additional requirements determined by the organization.

8.2.1 Review of the requirements for products and services

MAHADEV STEEL INDIA is ensuring that it has the ability to meet the requirements for products and services to be offered to Customers. **MAHADEV STEEL INDIA** is conducting a review before committing to supply products and services to a customer, to include

- a) Requirements specified by the customer, including the requirements for Delivery and post-delivery activities
- b) Requirements not stated by the customer, but necessary for the specified or Intended use, when known
- c) Requirements specified by the organization

MAHADEV STEEL INDIA is ensuring that contract or order requirements differing from those previously defined are resolved.

The customer's requirements are confirmed by **MAHADEV STEEL INDIA** before acceptance, when the customer does not provide a documented statement of their requirements.

MAHADEV STEEL INDIA is retained documented information, as applicable

8.3.1 **Design and development planning**

MAHADEV STEEL INDIA is considered in determining the stages and controls for design and development, including

- a) The nature, duration and complexity of the design and development activities
- b) The required process stages, including applicable design and development reviews
- c) The required design and development verification and validation activities
- d) The responsibilities and authorities involved in the design and development process
- e) The internal and external resource needs for the design and development of Products and services
- f) The need to control interfaces between persons involved in the design and Development process
- g) The need for involvement of customers and users in the design and development Process
- h) The requirements for subsequent provision of products and services
- i) The level of control expected for the design and development process by customers and other relevant interested parties

The documented information needed to demonstrate that design and development requirements have been met.

a) **Control of externally provided processes, products and services (Purchase)**

8.4.1 **General**

MAHADEV STEEL INDIA is ensured that externally provided processes, products and services conform to requirements, **MAHADEV STEEL INDIA** is determining the controls to be applied to externally provided processes, products and services when

- a) Products and services from external providers are intended for incorporation into the organization's own products and services.
- b) Products and services are provided directly to the customer(s) by external providers on behalf of the organization.
- c) A process, or part of a process, is provided by an external provider as a result of a decision by the organization.

MAHADEV STEEL INDIA is determined and applies criteria for the evaluation, selection, monitoring of performance, and re-evaluation of external providers, based on their ability to provide processes or products and services in accordance with requirements. The organization shall retain documented information of these activities and any necessary actions arising from the evaluations.

IN CHARGE PUR ensures that the purchased products are procured from Approved sources only and which conforms to specified purchase requirement. This is done as per business process flow for PROCUREMENT. The type and control to be exercised on supplier, based on the effect of the purchased product on the process/final product, is defined in the approved Supplier list.

IN CHARGE PUR evaluates and select supplier based on their ability to supply product in accordance with the requirements of the organization. Criteria for selection, evaluation and re-evaluation are described and depicted in Business Process Flow chart.

- Selection, Evaluation and approval of supplier's material product.
- Periodical evaluation of Supplier
- Approved Supplier List will be maintained by the IN-CHARGE PUR and also the records of their periodical performance.

Type and extent of control

MAHADEV STEEL INDIA is ensured that externally provided processes, products and services do not adversely affect the organization's ability to consistently deliver conforming products and services to its customers.

MAHADEV STEEL INDIA is

- Ensure that externally provided processes remain within the control of its quality management system
- Define both the controls that it intends to apply to an external provider and
- Those it intends to apply to the resulting output
- Take into consideration
- The potential impact of the externally provided processes, products and services on the organization's ability to consistently meet customer and applicable statutory and regulatory requirements
- The effectiveness of the controls applied by the external provider
- Determine the verification, or other activities, necessary to ensure that the externally provided processes, products and services meet requirements.

8.4.2 Information for external providers

MAHADEV STEEL INDIA is ensuring the adequacy of requirements prior to their communication to the external provider **MAHADEV STEEL INDIA** is communicated to external providers its requirements for

- The processes, products and services to be provided
- The approval of Products and services
- Methods, processes and equipment
- The release of products and services
- Competence, including any required qualification of persons
- The external providers' interactions with the organization
- Control and monitoring of the external providers' performance to be applied by the organization.
- Verification or validation activities that the organization, or its customer, intends to perform at the external providers' premises.

The Purchase order is describing the product to be purchased including

- Requirement of Material Test Certificate / Product Dimensional report / PPAP such as Control Plan / Binding wire Process Flow Chart / Process Sheets / Process Capability studies etc.
- Requirements for qualification of personnel
- QMS requirements.

PO will be reviewed for adequacy of the specified requirement prior to release by IN CHARGE PUR & M.R. The Purchase order released to the supplier indicates the intended verification arrangements and method of product release, whenever **MAHADEV STEEL INDIA** or its customer intends to perform such verification at external provider's end.

Incoming Product Quality

The control / Inspection plan for incoming be based on the control exercised on the external providers -

- a. Inspection and / or testing on sampling method. The sampling size should be decided based on past performance of the supplier.
- b. Inspection at Sub-contractor's premises with / without system audit.
- c. Quality assurance certificate or test report from supplier.
- d. Part evaluation by accredited laboratories.
- e. Receipt and evaluation of statistical data.
- f. Any of above method or Combination of any two or more from above.

Supplier Monitoring

External providers performance monitoring through the following indicators, & will be carried out by IN CHARGE PUR as described in Procedure for Purchase Delivered Product Quality.

- Delivery Performance.
- Customer disruptions including field Returns.
- Customer notification Related to quality or delivery Issues
- Premium freight.

MAHADEV STEEL INDIA is Promote monitoring of the performance of manufacturing Processes of the external providers as part of supplier development.

8.5.1 Control of Sales and service provision

MAHADEV STEEL INDIA is implemented Sales and service provision under controlled conditions. Controlled conditions are including, as Applicable.

- The availability of documented information that defines
- The characteristics of the sales to be produced, the services to be provided, or the activities to be performed.
- The results to be achieved
- The availability and use of suitable monitoring and measuring resources
- The implementation of monitoring and measurement activities at appropriate stages to verify that criteria for control of processes or outputs, and acceptance criteria for services, have been met
- The use of suitable infrastructure and environment for the operation of processes
- The appointment of competent persons, including any required qualification
- The validation, and periodic re validation, of the ability to achieve planned results of the processes for sales and service provision, where the resulting output cannot be verified by subsequent monitoring or measurement;
- The implementation of actions to prevent human error
- The implementation of release, delivery and post-delivery activities.

Sales In Charge shall plan the sales as per and respective Section In charge carry out process under controlled condition as defined in Process Flow in respective process procedures Controlled conditions shall include: -

- a) Sales plans for all processes which describes the characteristics of the product and process flow chart for sequence of operations
- b) Work Instructions made available at all work stations.
- c) Use of appropriate equipment for a particular process/operation
- d) Use of calibrated monitoring and measuring devices
- e) In process inspection/verification
- f) Verification of acceptance criteria

Sales & Service Plan

Sales & Service plan for all stages of installation, including receipt of material sample, pilot & regular sales shall be used. These sales plans at each stage may be amendments of sales plans of earlier stage.

As described above, Marketing shall be involved in preparation of sales plans where required by customer sales Plans will be submitted to customer for approval.

- The sales plan shall
- list the controls used for the manufacturing processes
- Include methods for monitoring of control exercised over special
- Characteristics defined by both the customer and the organization.
- Include the customer required information, if any

The sales & service plans are live documents and are reviewed and updated when change to the original product or process occurs.

Work Instructions

Respective IN CHARGE prepares Work Instructions for all operations / process activities and for all employees having responsibilities under them. These instructions are made accessible for use at the work station& are prepared based on trial run result and old documents of similar product at the time of job induction into sales and will be reviewed for applicable changes in event of sales Plan change(s).

Preventive Maintenance

IN CHARGE MNT maintains a list of all machines / equipment used in sales and designated key process equipment in the list. A plan for preventive maintenance for this key equipment shall be developed & implemented to ensure continuing process capability. This plan shall be based on the available data from manufacturer's recommendations, previous break down and preventive history, extent of usage, and rate of wear and tear etc., based on these details appropriate predictive techniques are used.

Validation of processes for sales and service Provision

All processes are validated before the start of the sales through set up approval and First Five Piece Inspection.

The above processes are controlled and continually monitored through documented work instructions, process qualifications, set up approval and worker qualification, as Applicable to ensure that the specified requirements are met.

Appropriate records are maintained by All IN CHARGE to demonstrate the control of these processes and equipment. Records of personnel qualifications and re-qualifications are maintained by All IN CHARGE Stipulate workmanship standards to the greatest practicable extent, where appropriate, by means of written standards, representative samples or display boards. Ensure Handling, Storing and transporting within the sales shop are carried to protect all materials / products. The details of process controls are described in respective department procedures.

8.5.2 Identification and traceability

MAHADEV STEEL INDIA is use suitable means to identify outputs when it is necessary to ensure the conformity of products and services

MAHADEV STEEL INDIA is identifying the status of outputs with respect to monitoring and measurement requirements throughout sales and service provision **MAHADEV STEEL INDIA** is control the unique identification of the outputs when traceability is a requirement, and shall retain the documented information necessary to enable traceability.

All material is identified including inspection and test status in appropriate manner (paint, punch mark, labels, stickers and tagging etc.) from receipts at stores through various stages of sales. The final product is kept on trolleys & transferred to Finished Goods area before delivery to customer as detailed in work procedures for storage, packing & dispatch procedure.

Traceability is provided, if required by customer or decided for some products by **MAHADEV STEEL INDIA** to identify sales & Services products by providing punch mark / tag / batch code. For such products proper records are maintained also the main packages are traceable through Bar code system.

8.5.3 Property belonging to customers or external providers

MAHADEV STEEL INDIA is exercise care with property belonging to customers or external Providers while it is under the organization's control or being used by the organization

MAHADEV STEEL INDIA is identified, verify, protect and safeguard customers 'or external providers' property provided for use or incorporation into the products and services.

When the property of a customer or external provider is lost, damaged or otherwise found to be Unsuitable for use, the organization shall report this to the customer or external provider and retain documented information on what has occurred. Any arrangement of Customer Supplied raw materials, components, tooling, returnable packaging, measuring instruments etc., are identified during the contract review by CFT/ IN CHARGE MKT and communicated to the people concerned. All such products are uniquely identified after proper verification and properly stored and maintained. Any such product that is lost damaged or is otherwise unsuitable for use shall be Recorded and reported to the Customer-by-customer representative & IN CHARGE Marketing. It shall be the responsibility of QA personnel to verify the quality of such product even if it has been supplied by the Customer.

8.5.4 Preservation

MAHADEV STEEL INDIA is preserving the outputs during Sales and service provision, to the extent necessary to ensure conformity to requirements. Preservation is included identification, handling, contamination control, packaging, storage, transmission or transportation, and protection.

At all stages of Service appropriate material / product handling, storage, packing of products, preservation and delivery of products established viz. Material in storage - are preserved by packing in Gunny bags. In process - material are stored in Bins and Air Bubble bags.

8.5.5 Storage and Inventory

A suitable inventory control system is established to optimize inventory turns, assure stock rotation & minimize inventory levels. Stores Section shall monitor stock levels and inform purchase section in time.

Handling and Storage of Incoming Material

At present manual method are provided for movement of brought out items and material respectively. In charge Stores shall ensure safe handling of materials / items received in stores. Secured storage space with proper environmental conditions to protect the products stored shall be provided for all items in stores. Shelf-life items are identified and periodic inspection of all stored items is conducted once in three months for fitness for use. Store In charge has the defined responsibility to receive issue & dispatch materials from secured storage i.e., Stores & Finished Goods Stock point.

All material in stock is periodically assessed to verify continued fitness for use. Proper material accounting shall be maintained in the stock ledger, with the consideration for keeping stored items in usable conditions.

In process Products

Handling of In-process material is done using Troll and BINS. At all times the individual operator ensures safe handling of the material to prevent damage. Storage on shop floor, for in-process products if required suitable packaging material will be used to protect the products from any kind of damages, deterioration due to environmental conditions.

Packaging

Packaging of products carried out according to packaging instructions / drawings wherever applicable, i.e., contractually agreed or if product nature calls for packing. Type of packaging material & its quality is ensured as per customer requirements, if mentioned in the purchase order. Material / packages used for packing of products are verified before packing to ensure its conformance to specified requirements as per Purchase Order/ Customer Requirement. Packing method employed will be adequate to protect the products fully till they reach their destination if contractually specified.

8.5.5 Post-delivery activities

MAHADEV STEEL INDIA is meet requirements for post-delivery activities associated with the sales and services is consider in determining the extent of post-delivery activities that are required,

- a) statutory and regulatory requirements
- b) the potential undesired consequences associated with its sales and services
- c) the nature, use and intended lifetime of its products and services
- d) customer requirements
- e) customer feedback

8.5.6 Control of changes

MAHADEV STEEL INDIA is review and control changes for sales or service provision, to the extent necessary to ensure continuing conformity with requirements.

MAHADEV STEEL INDIA is retaining documented information describing the results of the review of changes, the person(s) authorizing the change, and any necessary actions arising from the review.

Release of sales and services **MAHADEV STEEL INDIA** is implemented planned arrangements, at appropriate stages, to verify that the product and service requirements have been met.

The release of sales and services to the customer shall not proceed until the planned arrangements have been satisfactorily completed, unless otherwise approved by a relevant authority and, as applicable, by the customer

MAHADEV STEEL INDIA is retaining documented information on the release of products and services. The documented information is included

- a) Evidence of conformity with the acceptance criteria
- b) Traceability to the person(s) authorizing the release

To ensure that the sales & services meet the quality requirements of customer fully, a systematic approach for inspection and testing at all stage viz. incoming, in process and final are demonstrated. At each stage the activity is performed according to documented procedures.

Receiving Inspection & Testing

Inspection / Verification of incoming material are carried out according to the respective Incoming Inspection Standards & Control plans. This is the responsibility of IN CHARGE QA.

The control plan for incoming shall use one of the following methods.

- Inspection and / or testing on sampling method.
- Inspection at supplier's premises with / without system audit.
- Quality assurance certificate or test report from supplier.

The incoming materials used in sales shall not be used or processed without acceptance by Receipt inspection. Store Personnel are responsible for receipt, identification, records and storage of all Incoming materials, the detailed procedure for incoming material inspection is described.

In-process Inspection & Testing

All in-process inspection carried out according to the applicable control plans by QA during in process based on sample inspection and as per the documented procedures for the required tests. The details of in process inspection are described in respective process owner's procedure.

Inspection and Tests Records

Records of inspection / tests at all stages mentioned above are prepared in specific forms & maintained.

The format number(s) of records as mentioned in respective procedures / work instructions /control plans. IN CHARGE QA & IN CHARGE PRD will be the approving authority at each stage for disposition of non-conforming materials / products.

8.3 Control of nonconforming outputs

Procedures are established for identifying non-conforming product at Stores and stages of installation / inspection as well as at the final inspection stage. The non-conforming materials are identified by the sales operator/ QA Personnel at these stages and suitably identified. Responsibility and authority are assigned for segregation, review and disposition of non-conforming product. Documented information of segregation, review and suitable disposition.

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8 Performance evaluations

9.1 Monitoring, measurement, analysis and evaluation

9.1.1 General

MAHADEV STEEL INDIA is evaluating the performance and the effectiveness of the quality management system.

MAHADEV STEEL INDIA is retaining appropriate documented information as evidence of the results.

Purpose: To establish measurement, analysis and improvement plan for all the process /

Function defined in the Quality Management System.

Objective: To establish quality management measurement process and monitor as per planned results for achievement also establish processes to identify non- Conformity situation and subsequently corrective & preventive actions to be taken.

IN CHARGE QA in consultation with all respective sales process heads plan and implement the monitoring, measurement, analysis and improvement processes needed.

- a) What needs to be monitored and measured
- b) The methods for monitoring, measurement, analysis and evaluation needed to ensure valid results
- c) When the monitoring and measuring shall be performed

When the results from monitoring and measurement is analyses and evaluated.

9.1.2 Customer satisfaction

MAHADEV STEEL INDIA is monitor customers' perceptions of the degree to which their needs and expectations have been fulfilled.

MAHADEV STEEL INDIA is determining the methods for obtaining, monitoring and reviewing this information.

PROPRIETOR& MKT In Charge have primary responsibility for Customer Satisfaction as one of the measurements of the Quality Management System and as to whether the organization has met customer requirements. Customer satisfaction shall include collection of authentic data, frequency and validity of analysis.

The trend and major elements affecting customer satisfaction and key indicators of customer dissatisfaction will be monitored supported by objective evidence. Wherever data available, level of customer satisfaction will be compared with those of our competitors & relevant action plan will be evolved.

A customer satisfaction analysis survey will be conducted ONCE IN A 12 MONTHS Review of customer satisfaction will be taken by top management during Management Review Meeting as described in Procedure.

9.1.3 Analysis and evaluation

MAHADEV STEEL INDIA is analyses and evaluates appropriate data and information arising from monitoring and measurement

The results of analysis are used to evaluate

- a) Conformity of products and services
- b) The degree of customer satisfaction;
- c) The performance and effectiveness of the quality management system;
- d) If planning has been implemented effectively;
- e) The effectiveness of actions taken to address risks and opportunities;
- f) The performance of external providers;
- g) The need for improvements to the quality management system

9.2 Internal audit

Procedures are established for a system of planned and documented internal quality audits to verify that the Quality Management System conforms to the planned arrangements as per ISO (9001:2015) requirements and effectively implemented and maintained in Scope of Business is below.

"STOCKIST, SUPPLIER AND EXPORTER OF FERROUS & NON-FERROUS METALS, STAINLESS STEEL, CARBON STEEL, DUPLEX, SUPER DUPLEX, COPPER, BRASS, ALUMINIUM, INCONEL, MONEL, HASTELLOY, PIPE, TUBES, SHEET, PLATE, COIL, ROD, ANGLES, CHANNELS, FASTENERS, ALLOY STEEL, GASKETS, SS & MS FITTINGS."

The MR is responsible for

Planning and organizing audits at works depending on the importance and the extent of the activity concerned and the results of the previous audits. The internal quality system audits as per schedule are to be carried out at least once in SIX Months period and at least 02 times during a year.

MR also ensures that the trained auditors are involved in quality system audit to ensure objectivity of the auditing processes and are not directly responsible for the area under audit. The results of the audit are documented in specified format to record non-conformance in product / process and work practices and brought to the notice of person responsible for the area audited, who in turn shall take appropriate corrective actions within agreed time limit and ensure removal of deficiencies observed. Follow up the effectiveness of the corrective action taken. The effectiveness of identified corrective action against any such internal audit findings are verified by the MR prior to subsequent management.

MR maintains appropriate records of implementation & effectiveness in the form of internal audit reports. The details of the audit team, schedule, preparation of non-conformance reports, The follow up on the corrective actions is detailed in procedure no.

MMS/EGAC/IAF/ISO/QMS - 9001:2015.

The non-conformance identified during third party audits or by external agencies is handled in the same manner. The non-conformance of IA remaining open due to delay in implementation of corrective action along with major non-conformance recorded will be reviewed during management review meetings described in **MMS/EGAC/IAF/ISO/QMS - 9001:2015.**

9.3 Management review

9.3.1 General

Top management of **MAHADEV STEEL INDIA** is reviewing the organization's quality management system, at planned intervals, to ensure its continuing suitability, adequacy, effectiveness and alignment with the strategic direction of the organization

Management review will be conducted and chaired by MD / PROPRIETOR once in SIX Months to ensure continuing suitability & effectiveness in satisfying the requirements of ISO 9001:2015 and the stated quality policy and objectives.

The Management Review will include all elements of the entire quality system as detailed in procedure and schedule for the Management Review is described in **MMS/EGAC/IAF/ISO/QMS - 9001:2015.**

Records of Management Review Meetings shall be maintained by **MR. GANESHARAM CHOUDHARY**

The PROPRIETOR during review shall assess opportunities for improvement and the need for changes in Quality Management System, including the Quality Policy and Quality Objectives.

9.3.2 Management review inputs

The management review is planned and carried out taking into consideration.

- a) The status of actions from previous management reviews**
- b) Changes in external and internal issues that are relevant to the quality management system;**
- c) Information on the performance and effectiveness of the quality management system,
including trends in:**
 - 1) customer satisfaction and feedback from relevant interested parties;**
 - 2) the extent to which quality objectives have been met;**
 - 3) process performance and conformity of products and services;**
 - 4) Nonconformity and corrective actions.**
 - 5) Monitoring and measurement result.**

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10 Improvements

10.1 General

MAHADEV STEEL INDIA is determined and select opportunities for improvement and implement any necessary actions to meet customer requirements and enhance customer satisfaction these are include

- a) Improving products and services to meet requirements as well as to address future needs and expectations.
- b) Correcting, preventing or reducing undesired effects;
- c) Improving the performance and effectiveness of the quality management system.

Improvement is included correction, corrective action, continual improvement, breakthrough change, innovation and re-organization

10.2 Nonconformity and corrective action

10.2.1 When nonconformity occurs, including any arising from complaints,

MAHADEV STEEL INDIA is

All nonconformity relating to product, process and quality system are investigated & the results are recorded. While investigating causes of non-conformance & deciding corrective actions, the team identifies other products / situations where same or similar non-conformance can occur. Corrective actions for nonconforming products and processes, detected in the organization are recorded; analyzed, reviewed and necessary actions are taken. This will be the responsibility of IN CHARGE QA & SI (respective SERVICE INSTALLATION In-charge) the corrective action and preventive measures are implemented and their effectiveness is monitored.

The details are as described in the procedure **MMS/EGAC/IAF/ISO/QMS - 9001:2015.**

Corrective actions are taken on customer complaints; by analyzing the causes of the complaints and taking suitable action to prevent their re-occurrence.

10.3 Continual improvement

MAHADEV STEEL INDIA is continually improved the suitability, adequacy and effectiveness of the quality management system.

MAHADEV STEEL INDIA is considering the results of analysis and evaluation, and the outputs from management review, to determine if there are needs or opportunities that shall be addressed as part of continual improvement.

PREPARED BY	REVIEWED & APPROVED BY
<p>YASH DEV UPADHYAY (Technical Business Auditor)</p> 	<p><u>U&T Standardization Marks</u> Mumbai (MH) India.</p> 

Please refer [MMS/EGAC/IAF/ISO/QMS - 9001:2015.](#)