

## **QUALITY AND PRODUCT SAFETY POLICY**

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### **IMKA Packaging Quality and Product Safety Policy**

As **IMKA Packaging**, operating in the food packaging manufacturing industry, we are committed to:

- Following modern technological developments within our industry,
- Prioritizing communication and training to continuously improve the knowledge and skills of our employees,
- Continuously developing a culture of quality and product safety throughout every stage of production,
- Providing hygienic production conditions to meet and exceed our customers' needs and expectations,
- Communicating food safety information to the public, consumers, and suppliers, and requesting such information when necessary,
- Supplying high-quality and hygienic products,
- Complying with all applicable legal and regulatory requirements as well as the requirements of **ISO 9001:2015, ISO 22000, and BRCGS Packaging Standards**,
- Continuously improving the effectiveness of our management systems,
- Ensuring the implementation of the following supporting policies.

### **HYGIENE POLICY**

We identify and control physical, chemical, and biological food safety hazards at every stage of our products, ensuring that all products are manufactured in compliance with health and hygiene requirements.

### **PERSONAL APPEARANCE AND JEWELLERY POLICY**

Entry into production areas without workwear, protective clothing, or hairnets is strictly prohibited.

Protective clothing shall be worn in production areas and in designated areas where contamination risks may exist.

The wearing of any jewellery is prohibited while working in production areas.

Protective gowns must be kept clean, and hairnets must completely cover the hair and ears. The cleaning of protective garments is carried out in accordance with the procedures established by our company.

#### **SMOKING AND EATING POLICY**

Smoking and the consumption of food or beverages are strictly prohibited in production areas, warehouses, and changing rooms.

Warning signs are displayed in visible locations, and all visitors and contractors are required to comply with this policy.

#### **PRODUCTION AREA ENTRY POLICY**

Visitors and suppliers are permitted to enter production areas only after wearing the required protective gown and hairnet and completing the Visitor Control Checklist.

#### **FOREIGN MATERIAL AND SHARP TOOLS POLICY**

To prevent physical contamination within our production areas, the use of glass, brittle plastic materials, wood, and wire materials has been eliminated wherever possible.

Existing glass, brittle plastic materials, and vulnerable metal equipment are adequately protected.

Where cutting tools are essential, only specially approved cutting tools are used and they are inspected regularly.

#### **EMPLOYEE HEALTH MONITORING POLICY**

Employees undergo periodic medical examinations.

Any employee showing symptoms of contagious diseases, upper respiratory tract infections, diarrhea, nausea, coughing, or sneezing is immediately removed from the production area by the Production Manager and referred for medical examination before returning to work.