

	QUALITY MANAGEMENT POLICY		E.02.01
	REVISION 2	DATE: 06/11/2024	QUALITY AWARD

The Quality Policy of COMPUTAX S.A. aims to describe and define the company's operations so that it consistently and successfully meets the requirements related to the quality of its services, as well as its obligations towards clients, employees, suppliers, partners, and the general public.

The main objectives to which the company's Management is fully committed to are:

1. Providing services that fully comply with the defined requirements as specified in the Quality Management System Procedures of the company, while also ensuring a sound economic outcome for both the company and its clients.
2. Always complying with the applicable legislation in general, and with the laws concerning the Quality and Safety of our services, in particular.
3. Continuously improving the effectiveness of the Quality Management System and our operational methods, so that our services are recognized as high-quality in the market.

To achieve the objectives described above:

- We implement and continuously improve a Quality Management System in accordance with the ISO 9001:2015 standard.
- The company's Management sets clear and specific quality objectives for each process, which are regularly reviewed to assess progress in achieving them.
- The company's Management provides the necessary resources (personnel, equipment, etc.), which are documented and monitored.
- All company executives and employees actively participate, within the scope of their responsibilities, in achieving the objectives, applying this policy, and continuously improving the company's operations.

The person responsible for the overall operation of COMPUTAX S.A. is the CEO, who defines the Company's Policy and objectives. The IMS Manager of the Company is authorized to develop, improve, document, and monitor the Quality Management System in cooperation with company executives, and to implement the necessary changes upon review and with the CEO's approval.

The Quality Management System covers the following scope:

Provision of Integrated Accounting, Tax, and Consulting Services, as well as Payroll Management. Supervision and Organization of Internal Accounting Departments.

The Management of COMPUTAX S.A. is committed to:

- Ensuring that this Policy is known and understood by all company employees, and all interested parties as well (clients, suppliers, partners, etc.).
- Guaranteeing strict compliance with this Policy and requiring its application by all company employees.

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THE CEO | GKOUMA I. ISMINI

