

# TigerGeo Quality Management Statement

## Introduction

TigerGeo is developing an Integrated Management System (IMS) towards ISO certification for ISO9001, ISO14001 and OHSAS18001/ISO45001 and has appointed Alan Ward of Bigfoot Services Limited as our ISO/HSE Technical Advisor. For work within the archaeological sector TigerGeo has been awarded CIfA (Chartered Institute for Archaeologists) Registered Organisation status.

A high standard of client-centred professionalism is maintained in accordance with the requirements of relevant professional bodies including the Geological Society of London (GeoSoc) and the Chartered Institute for Archaeologists (CIfA). Senior members of TigerGeo are professional members of the GeoSoc (FGS), CIfA (MCIfA & ACIfA grades) and other appropriate bodies, including the European Association of Geoscientists and Engineers (EAGE) Near Surface Division (MEAGE) and the Institute of Professional Soil Scientists (MISoilSci).

In addition TigerGeo is a member of EuroGPR and all ground penetrating and other radar work is in accordance with ETSI EG 202 730.

## Operations

Our central project management system provides a cross-operation resource underpinning all our work. It includes contractual, project and environmental information and supports day to day operations, project planning, pre-survey desk-based assessments, risk assessment and other core processes. A standardised framework for data storage and report production is in existence, facilitating work across different personnel and correspondence with clients and regulators.

During fieldwork there is always a fully qualified (to graduate or post-graduate level) supervisory geophysicist leading a team of other geophysicists and geophysical technicians, all of whom are trained and competent with the equipment they are working with. Data processing and interpretation is carried out by a suitably qualified and experienced geophysicist under the direct supervision and guidance of the Senior Geophysicist. All work is monitored and reviewed throughout by the Senior Geophysicist who will appraise all stages of a project as it progresses.

Data processing and interpretation adheres to the scientific principles of objectiveness and logical consistency. A standard set of approved external sources of information, e.g. from the British Geological Survey, the Ordnance Survey and similar sources of data, in addition to previous TigerGeo projects, guide the interpretive process. Due attention is paid to the technical constraints of method, resolution, contrast and other geophysical factors.

There is a strong culture of internal peer-review within TigerGeo, for example, all reports pass through a process of authorship, technical review and finally proof-reading before release to the client. Technical queries resulting from TigerGeo's work are reviewed by the Senior Geophysicist to ensure uniformity of response prior to implementing any edits, etc.

## Experience of personnel

The management team at TigerGeo have over 30 years of combined experience of near surface geophysical project design, survey, interpretation and reporting, based across a wide range of shallow geological contexts. Added to this is the considerable experience of our lead geophysicists in a variety of commercial and academic roles. All geophysical staff have graduate and in many cases also post-graduate relevant qualifications pertaining to environmental geophysics from recognised centres of academic excellence.

## Policy

The Directors of TigerGeo have agreed to maintain the provisions within this statement as company policy,



including working towards and achieving formal accreditation within BS EN ISO 9001, maintaining adequate trained and experienced personnel at all times and continuous review and improvement of standard operating and quality management procedures.