



## SCOPE AND POLICY

IMS

Eff. Date:07/08/21

Rev:N/R

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Based upon R2v3, the applicable scope for MARRS is

- a) Appendix A-Downstream recycling chain
- b) Appendix B-Data Sanitization(logical and physical)
- c) Appendix C- Test and Repair

### **Scope:**

#### **Downstream Vendor Management, Logical and Physical Data Sanitization, Testing and Repairing of Used Electronic Equipment, Parts and Accessories**

The MARRS facility is operated under a Management System that provides a mechanism for developing, documenting, implementing, and reviewing operations, and assures that all Focus Materials are only sent to downstream vendors that meet R2v3, ISO 14001:2015 and ISO 45001:2018 and MARRS requirements. MARRS has adopted the philosophy, mandates and requirements of:

- a. ISO 14001:2015,
- b. ISO 45001:2018
- c. ISO 9001:2015
- d. R2v3

This policy has been established to be appropriate to the purpose, size, context, nature, scale, environmental impacts and IMS risks and IMS opportunities of the organization's activities, and services in accordance with the scope of the IMS. MARRS is committed to:

- (1) Comply with and fulfil all applicable legal, data security and other requirements
- (2) Continually improve upon the effectiveness of the Integrated Management System to enhance Quality, Environmental Health and Safety
- (3) Protection of the Environment: increase reuse of electronic assets, including prevention of pollution and increase the recycling of EOL materials
- (4) Providing safe and healthy working conditions for the prevention of work-related injury and ill health
- (5) Providing framework and developing and Maintaining a Procedure for Establishing and achieving Objectives & Targets for IMS.
- (6) Follow Reuse hierarchy throughout the recycling chain
- (7) Eliminate hazards and reduce OH&S risks
- (8) Consultation and participation of workers, and, where they exist, workers' representatives.

Currently the management Representative for the management system in place at MARRS is Matt Self. The IMS policy is communicated within the organization through training and postings. It is available to the interested parties as defined in Communication Procedure.

### **ASSIGNMENT OF RESPONSIBILITY AND AUTHORITY**

It is the policy of MARRS that whenever a Procedure or Work Instruction assigns responsibility and authority for the performance of a task, the responsible party may delegate performance of the task to anyone they choose, providing they ensure that the:



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1. Assignment is clear to and understood by the appointee,
2. Appointee is competent to perform the task, and
3. Results of the work performed meet the requirements.

### UNCONTROLLED POLICY MANUALS

An uncontrolled copy of the IMS policy Manual may be given to anyone, with the understanding that MARRS has the right to revise the manual, at its discretion, without giving them notice.

### Record of Revisions

Revision Date	Description	Sections Affected

### Record of Approval

Task	Name/Signature	Job Title	Date
Written By: Matt Self		Management representative	07/08/21
Approved By: Matt Self		CEO	07/08/21