Version Control

Version	Info	By	Date

| v2.0 | Moved structure to reflect ISO9001:2015 requirements structure Updated Measuring Customer Satisfaction to use Data Analysis as well as Customer Surveys Removed Customer Surveys - alternatives to be reviewed in Q2 2023 Updated Workflow to integrate new MaticTrack tracking Updated Approved Supplier list to run directly off MaticTrack supplier database Added Stock Management list to Quality Manual Updated references to MATICMEDIA to Matic Media Services Limited as per Certificate Removed references to SGS as third party auditor to LRQA | Robert McCombe | 03-05-2023 |

v2.0.1	- Added Certificate Renewal Audit Report from LRQA 4 opportunities for improvement are identified: 1. Review of scope wording 2. Inclusion of internal non conformance raised on procedural / process - e.g on Rocket Chat 3. Re-approval criteria for suppliers 4. Clarity on none applicable clauses	Robert McCombe	09-05-2023
v2.0.2	References to Eddie Cairns updated to Andy Roddie as Quality Management Review	Robert McCombe	14/01/2024

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