

ANNUAL EHS QUALITY MANAGEMENT REVIEW

STRAVIK Construction Group · Controlled Document

Document No.	Revision	Effective Date	Document Owner	Status
STV-CIP-PRO-001	00 (Initial Issue)	2026-10-24	[QUALITY / HSE MANAGER]	Issued for review / pending approval

Management system alignment: This document is aligned with ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018 requirements as applicable. STRAVIK Construction Group does not claim third-party certification to these standards. Florida Certified General Contractor License No. [FL LICENSE NO.].

REVISION HISTORY

Rev.	Date	Description of Change	Prepared By	Approved By
00	2026-10-24	Initial issue for STRAVIK Construction Group	[PREPARED BY]	Michael Gaya, President

1. PURPOSE

To define the procedure and framework for conducting annual management reviews of STRAVIK Construction Group's Environmental, Health & Safety (EHS) and Quality Management Systems (QMS), ensuring continued suitability, adequacy, and effectiveness in meeting ISO 9001, ISO 14001, and ISO 45001 standards.

2. SCOPE

Applies to all corporate operations and project sites under the STRAVIK Construction Group umbrella, including subcontracted activities. The review evaluates both EHS and Quality performance, compliance obligations, objectives, and opportunities for improvement.

3. REFERENCES

- STV-QMS-MAN-001 Corporate Quality Manual
- STV-EHS-01 Health, Safety & Environmental Manual
- ISO 9001:2015 – Clause 9.3 (Management Review)
- ISO 14001:2015 – Clause 9.3 (Management Review)
- ISO 45001:2018 – Clause 9.3 (Management Review)
- Corporate Strategic Plan and Annual Objectives

4. RESPONSIBILITIES

Role Responsibility

President Chairs the annual review meeting, approves improvement actions.
Prepares Quality performance summaries, NCR trends, and client Quality Manager satisfaction data.
EHS Manager Compiles safety statistics, incident rates, and environmental KPIs.
Project Managers Provide site-specific performance data and lessons learned.
Document Records meeting minutes, issues Management Review Report, and Controller tracks follow-ups.

5. INPUTS TO MANAGEMENT REVIEW

The review shall include, but not be limited to:

Category Key Metrics / Evidence

Internal and external audit findings, CAR/NCR Audit Results trends.
Client satisfaction surveys, complaints, Customer Feedback commendations.
Process Performance KPI dashboards for quality and safety metrics.
Summary of root cause analyses and corrective Nonconformities and CAPA actions.
Incident and Injury Data TRIR, LTIR, near-miss frequency rates.
Waste generation, energy use, spill incidents, and Environmental Performance CO₂ tracking.

Category Key Metrics / Evidence

Achievement rates of annual KPIs and sustainability Objectives & Targets goals.
Training records, staffing adequacy, and competency Resources and Competence metrics.
Regulatory updates, client specifications, new External Changes technologies.

6. OUTPUTS FROM MANAGEMENT REVIEW

Description Responsible Party Output

Corporate-level objectives and EHS/QMS improvement Strategic Actions President plans for the coming year.
Resource Finance & HR Budget allocations for equipment, staffing, and training. Decisions Managers
QA/QC & EHS Corrective Actions CAPAs issued for recurring or systemic deficiencies. Managers

Policy Updates	Revisions to quality, safety, or environmental policies.	Management Team
Communication	Summary distributed to all departments and project	Document
Plan	teams.	Controller

7. REVIEW FREQUENCY AND FORMAT

- Conducted annually in Q1 for the preceding calendar year.
- Format: in-person executive workshop or hybrid meeting.
- Supporting reports submitted at least two weeks prior.

- Final report signed by the President and retained under QMS → "Corporate / Annual Review Reports."

8. RECORD RETENTION AND DISTRIBUTION

- Finalized Annual EHS & QMS Review Report retained for 10 years.
- Copies distributed to:
 - Executive Leadership
 - QA/QC & EHS Departments
 - Project Directors
 - Client representatives (upon request)

9. PERFORMANCE DASHBOARD TEMPLATE (STV-CIP-PRO-001)

The accompanying Excel tracker includes:

1. Audit Results Summary – internal/external audits by category.
2. EHS KPIs – TRIR, LTIR, environmental incidents, training completion %.
3. Quality KPIs – NCRs, rework %, client satisfaction index.
4. Action Log – management decisions, deadlines, and owners.
5. Dashboard – charts for trend analysis and compliance scores.

APPROVAL

Role	Name	Title	Signature	Date
Prepared By	[PREPARED BY]	[TITLE]		
Reviewed By	[QUALITY / HSE MANAGER]	[TITLE]		
Approved By	Michael Gaya	President		

This document is reviewed at least annually, or upon significant organizational, legal or operational change, and re-issued under document control per STV-GOV-POL-011.