



ALKIFAT For General Trading and
Contracting Company Ltd.
شركة الكفات للتجارة والمقاولات العامة المحدودة

KIFCO QUALITY POLICY

Table of Contents

1. Introduction
2. Purpose
3. Scope
4. Quality Policy Statement
5. Company Structure and Organization
 - Team Composition
 - Management Hierarchy
 - Decision-making Process
6. Project Workflow
 - Project Phases
 - Standard Operating Procedures (SOPs)
 - Tools & Technology
7. Industry Standards and Compliance
 - Certifications
 - Local Regulations
8. Quality Assurance and Safety
 - Quality Control Processes
 - Health, Safety, and Environment (HSE) Practices
 - Risk Management
9. Resources and Capabilities
 - Equipment Inventory
 - Workforce Expertise
 - Capacity
10. Client Interaction and Deliverables
 - Client Onboarding
 - Deliverables
 - Feedback Mechanisms
11. Service-Specific Details
12. Supply Chain and Procurement
 - Procurement Process
 - Vendor Management
 - Logistics



www.kifcoltd.com
info@kifcoltd.com
+964 770 940 2371
+964 782 529 0905
Basra, Iraq



ALKIFAT For General Trading and
Contracting Company Ltd.

شركة الكفات للتجارة والمقاولات العامة المحدودة

13. Collaboration and Partnerships

- Subcontracting
- Joint Ventures
- Client Collaboration

14. Maintenance and Aftercare

- Maintenance Schedules
- Client Support

15. Future Goals and Initiatives

- Expansion Plans
- Innovation Strategies
- Sustainability Goals



www.kifcoltd.com
info@kifcoltd.com
+964 770 940 2371
+964 782 529 0905
Basra, Iraq



ALKIFAT For General Trading and
Contracting Company Ltd.
شركة الكفات للتجارة والمقاولات العامة المحدودة

1. Introduction

Founded in 2020, KIFCO “ALKIFAT For General Trading and Contracting Company Ltd.” has emerged as a leading provider of integrated engineering and construction solutions for Iraq’s oil and gas sector. Headquartered in Basra, KIFCO leverages over 30 years of industry expertise to deliver projects with precision and reliability.

Our slogan, "**Building Excellence, Creating Trust,**" encapsulates our commitment to high-quality service and long-term partnerships with our clients.

2. Purpose

This Quality Policy defines the principles, guidelines, and processes that underpin KIFCO’s commitment to quality in all facets of its operations. It ensures consistent delivery of services and products that meet or exceed client expectations while adhering to industry standards.

3. Scope

The Quality Policy applies to all KIFCO’s activities, including but not limited to:

- EPCC Projects
- Construction Services
- Equipment and Material Services
- Project Management
- Steel Structure and Tank Manufacturing
- Maintenance Services
- Pipeline Construction

4. Quality Policy Statement

KIFCO is committed to delivering engineering and construction solutions of the highest quality, guided by the following principles:

- Continuous improvement in processes and services.
- Compliance with all applicable regulations and industry standards.
- Active engagement with clients to understand and fulfill their needs.
- Fostering a culture of safety, innovation, and accountability.



www.kifcoltd.com
info@kifcoltd.com
+964 770 940 2371
+964 782 529 0905
Basra, Iraq



ALKIFAT For General Trading and
Contracting Company Ltd.
شركة الكفات للتجارة والمقاولات العامة المحدودة

5. Company Structure and Organization

Team Composition

KIFCO's team comprises:

- **Engineering Department:** Handles design, structural analysis, and technical specifications.
- **Procurement Department:** Sources high-quality materials and equipment.
- **Construction Team:** Executes projects with precision and efficiency.
- **Quality Control Team:** Ensures compliance with quality standards.

Management Hierarchy

KIFCO operates under a clearly defined hierarchy with distinct roles and responsibilities:

- **General Manager:** Strategic oversight and decision-making.
- **Project Managers:** Oversee specific projects and manage client relations.
- **Department Heads:** Ensure departmental objectives align with company goals.

Decision-Making Process

Decisions are made collaboratively, involving input from stakeholders to ensure alignment with project goals and client expectations.

6. Project Workflow

Project Phases

1. **Initiation:** Client onboarding, requirement gathering, and feasibility analysis.
2. **Planning:** Detailed project scheduling using tools like Primavera and SAP.
3. **Execution:** Construction, procurement, and technical implementation.
4. **Monitoring:** Continuous quality checks and progress tracking.
5. **Closure:** Final delivery and client feedback.

Standard Operating Procedures (SOPs)

KIFCO adheres to documented SOPs for each service, ensuring consistency and efficiency.



www.kifcoltd.com
info@kifcoltd.com
+964 770 940 2371
+964 782 529 0905
Basra, Iraq



ALKIFAT For General Trading and Contracting Company Ltd.

شركة الكفات للتجارة والمقاولات العامة المحدودة

Tools & Technology

The company employs advanced tools such as:

- **Primavera** for project planning.
- **AutoCAD** for design.
- **SAP** for resource management.

7. Industry Standards and Compliance

Certifications

KIFCO is committed to achieving and maintaining certifications such as ISO 9001 for Quality Management Systems.

Local Regulations

Compliance with Iraqi laws and regulations, particularly in the oil and gas sector, is paramount.

8. Quality Assurance and Safety

Quality Control Processes

KIFCO employs stringent quality control measures, including regular audits, inspections, and material testing.

Health, Safety, and Environment (HSE) Practices

The company follows robust HSE protocols to ensure:

- Workplace safety.
- Environmental sustainability.
- Compliance with industry-specific HSE standards.

Risk Management

Potential risks are proactively identified and mitigated through comprehensive planning and contingency measures.

9. Resources and Capabilities

Equipment Inventory

KIFCO maintains a diverse inventory of modern machinery, scaffolding materials, and construction tools.



www.kifcoltd.com
info@kifcoltd.com
+964 770 940 2371
+964 782 529 0905
Basra, Iraq



ALKIFAT For General Trading and
Contracting Company Ltd.
شركة الكفات للتجارة والمقاولات العامة المحدودة

Workforce Expertise

Our team includes skilled engineers, technicians, and project managers with extensive experience in the oil and gas sector.

Capacity

The company is equipped to handle multiple large-scale projects simultaneously.

10. Client Interaction and Deliverables

Client Onboarding

A seamless onboarding process ensures a clear understanding of client requirements from the outset.

Deliverables

KIFCO provides detailed project deliverables, including:

- Design blueprints.
- Construction progress reports.
- Final project handover documents.

Feedback Mechanisms

Clients are encouraged to provide feedback through structured surveys and post-project evaluations.

11. Service-Specific Details

For each service, detailed execution plans and methodologies are documented and shared with stakeholders.

12. Supply Chain and Procurement

Procurement Process

Materials and equipment are sourced through a transparent and competitive bidding process.

Vendor Management

KIFCO partners with reliable vendors who meet stringent quality standards.

Logistics

Efficient logistics ensure timely delivery of materials to project sites.



www.kifcoltd.com
info@kifcoltd.com
+964 770 940 2371
+964 782 529 0905
Basra, Iraq



ALKIFAT For General Trading and
Contracting Company Ltd.

شركة الكفات للتجارة والمقاولات العامة المحدودة

13. Collaboration and Partnerships

Subcontracting

Specialized tasks are outsourced to vetted subcontractors to ensure quality.

Joint Ventures

KIFCO actively collaborates with industry leaders to enhance service delivery.

Client Collaboration

Regular updates and collaborative decision-making are integral to project success.

14. Maintenance and Aftercare

Maintenance Schedules

KIFCO provides structured maintenance schedules for completed projects.

Client Support

Post-project support includes troubleshooting, repairs, and consultations.

15. Future Goals and Initiatives

Expansion Plans

KIFCO aims to diversify into renewable energy projects and expand its footprint in the Middle East.

Innovation Strategies

Investing in cutting-edge technology and training programs to drive innovation.

Sustainability Goals

Focusing on environmentally friendly practices and community development initiatives.

Conclusion

KIFCO's Quality Policy reflects its unwavering commitment to excellence, trust, and client satisfaction. Through rigorous standards, innovative solutions, and collaborative efforts, KIFCO continues to set benchmarks in the contracting and trading industry in Iraq.

Contact Information:

KIFCO

Basra, Iraq

Email: info@alkifat.com



www.kifcoltd.com
info@kifcoltd.com
+964 770 940 2371
+964 782 529 0905
Basra, Iraq