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# **North Western Steel, LLC**

## **Quality Management System Manual**

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"Quality, Speed, and Value — All From One Place"

## Purpose of This Manual

This Quality Management System (QMS) Manual defines the policies, procedures, and responsibilities that govern all work performed by North Western Steel, LLC. It establishes a consistent framework for delivering safe, compliant, and high-quality results on every project we undertake.

This manual is intended for use by all North Western Steel personnel including management, supervisors, welders, fabricators, field crews, and support staff. It also serves as a reference document for clients, vendors, and regulatory bodies seeking to understand our quality commitments and operating standards.

## Scope

The scope of this manual and the North Western Steel QMS covers:

- All structural steel fabrication, welding, and erection services performed in shop or field environments.
- Crane runway and structural installation projects, including work at mining operations and industrial facilities.
- Equipment repairs, maintenance welding, and custom fabrication for mining, agriculture, construction, and industrial clients.
- All project phases: contract review, material procurement, fabrication, inspection, delivery, and installation.
- Operations conducted across our service territory: Nevada, Utah, Idaho, Oregon, and Montana.

**Exclusions:** This manual does not cover subcontracted services performed entirely outside of North Western Steel's direct supervision, such as third-party machining, specialty coatings, or licensed engineering calculations. Those services are managed through our vendor qualification process (PR-005).

## Definitions

**QMS** — Quality Management System. The documented set of policies, procedures, and responsibilities that govern how North Western Steel plans, executes, inspects, and improves its work.

**WPS** — Welding Procedure Specification. A document that defines the approved parameters for a specific welding process, qualified to applicable codes (AWS, ASME).

**MTR** — Mill Test Report. Documentation provided by a material supplier certifying that the material meets specified chemical and mechanical properties.

**NCR** — Nonconformance Report. A formal record documenting any product, material, or process that does not meet specified requirements, including the disposition and corrective action taken.

**CAPA** — Corrective and Preventive Action. The process of identifying the root cause of a nonconformance and implementing actions to prevent recurrence.

**NDT** — Non-Destructive Testing. Inspection methods (e.g., ultrasonic, magnetic particle, dye penetrant) used to evaluate welds and materials without damaging them.

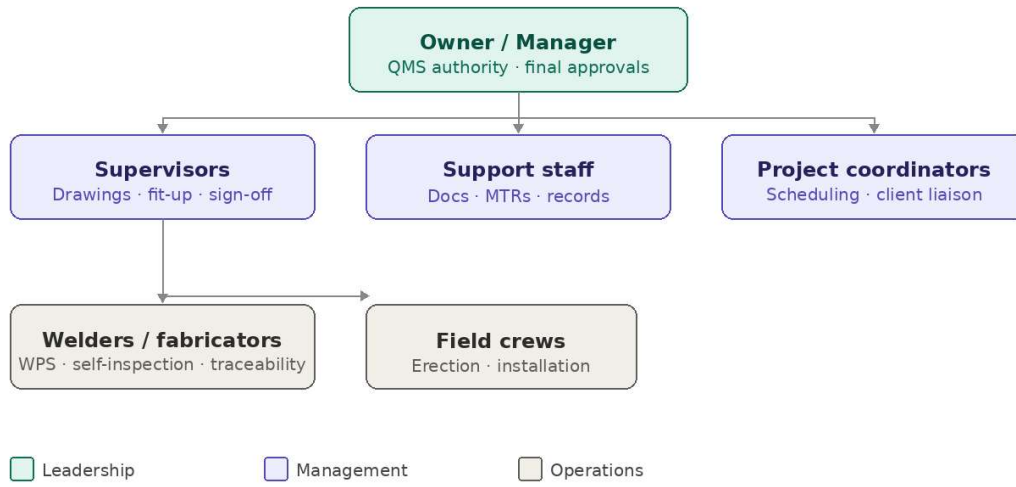
**KPI** — Key Performance Indicator. A measurable value used to evaluate the effectiveness of the QMS, including rework rate, on-time delivery, and inspection pass rate.

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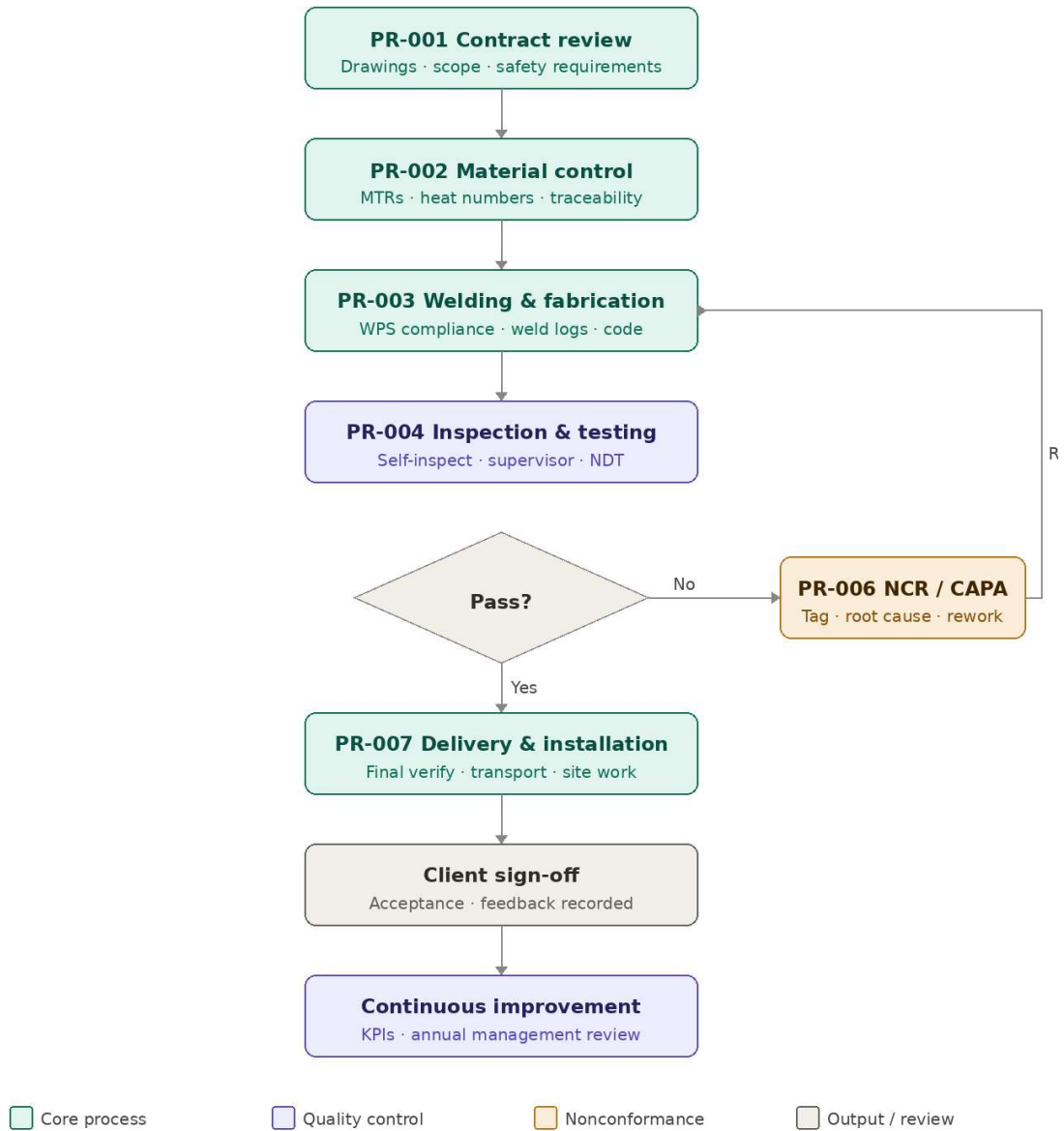
# Organization Chart

## North Western Steel – Organization Chart



# QMS Process Flowchart

## North Western Steel – QMS Process Flowchart



## 1. Company Profile & Scope

North Western Steel is a steel fabrication and welding company headquartered in Lovelock, Nevada, serving mining, agriculture, construction, municipal, and industrial clients across the Northwestern United States. Our service area includes Nevada, Utah, Idaho, Oregon, and Montana, with the capability to mobilize field crews to project sites throughout the region. As a locally owned business, we provide critical support to industries that depend on reliable structural steel, equipment repair, and custom fabrication. Our team brings decades of combined experience in welding, fabrication, and field service.

Our regional presence allows us to respond quickly to client needs across multiple states while maintaining the quality standards and personal accountability of a specialized contractor. Whether supporting active mining operations, industrial facilities, or construction projects, North Western Steel delivers dependable workmanship and rapid mobilization throughout the Northwest.

The scope of our Quality Management System (QMS) includes all processes that affect the quality of our deliverables: job planning, drawing review, material procurement and control, welding and fabrication, inspection and testing, delivery, and installation. The QMS applies to both shop and field operations across all states we serve. Exclusions are limited to subcontracted services outside of our direct control (e.g., machining, coatings, or specialized engineering calculations).

Quality is built into everything we do. From the first weld to the final walkdown, our people take ownership of the work at every step. Inspections are not a formality — they are our verification that the finished product meets the core principles and standards we hold ourselves to on every job.

## 2. Quality Policy & Creed

Our quality policy is built on four commitments: safety, compliance, customer satisfaction, and continuous improvement. North Western Steel pledges to meet or exceed customer requirements on every project while complying with industry standards including AWS, OSHA, MSHA, and ASTM.

We achieve this by maintaining documented procedures, ensuring employee competence, and enforcing strict material traceability. Quality is not just an inspection step — it is built into planning, fabrication, and delivery.

Our creed reflects this philosophy:

“Quality, Speed, and Value — All From One Place.”

This creed demonstrates to our clients that they can rely on us for dependable service, rapid response, and cost-effective results without sacrificing compliance or safety.

### **3. Organization & Responsibilities**

North Western Steel uses a lean but effective structure:

- Owner/Manager: Has full authority over the QMS. Approves all procedures, manages vendor qualification, signs off NCRs, and conducts annual reviews. The Owner/Manager also represents the company in all quality-related client discussions.
- Supervisors: Translate project requirements into shop and field execution. They review drawings, approve fit-ups, oversee inspections, and sign off on weld acceptance. Supervisors are the link between welders and management.
- Welders/Fabricators: Must follow approved WPS, complete self-inspections, and maintain traceability of materials (heat numbers). Welders are responsible for reporting issues immediately.
- Support Staff: Handle documentation, filing of MTRs, vendor records, and digital archiving of inspection forms.

This structure ensures accountability is clear, and every position contributes to quality outcomes.

### **4. Quality System Controls**

North Western Steel maintains a documented Quality Management System (QMS) that addresses each of the following control areas. All processes are overseen by the Owner/Manager and reviewed annually.

#### **4.1 Quality Management**

North Western Steel operates a documented Quality Management System covering all phases of work: job planning, material control, fabrication, welding, inspection, and delivery. The QMS is approved and maintained by the Owner/Manager. Quality objectives, policies, and procedures are reviewed annually. All personnel are trained on quality requirements relevant to their role. The QMS applies to both shop and field operations and is continually improved based on inspection results, NCR trends, and customer feedback.

#### **4.2 Document Control**

All documents are controlled under a standardized numbering system (QM, PR, WI, FR). Documents are approved by the Owner/Manager before release, and obsolete documents are removed from circulation immediately. The digital master file is the official record; all printed copies are marked "Controlled Copy." Retention requirements are set at 5 years digital-only, ensuring compliance and audit readiness. Only current, approved revisions are used in the field or shop.

### **4.3 Product Identification and Traceability**

All materials are purchased with Mill Test Reports (MTRs) and assigned heat numbers upon receipt. Heat numbers are tracked on Material Receipt Forms and Weld Maps throughout the fabrication process. Finished assemblies are tagged or marked to their corresponding job and work order. Traceability is maintained from raw material through delivery and installation, enabling full identification of materials used on any project at any stage.

### **4.4 Process Control**

All production processes are governed by documented procedures (PR-series) and work instructions (WI-series). Welding is performed in accordance with approved Welding Procedure Specifications (WPS) qualified to AWS D1.1, D14.1, D1.6, and ASME Section IX as applicable. Fabrication processes follow standardized checklists and inspection hold points. The Owner/Manager and supervisors review process compliance on every project. Process flowcharts are maintained in the appendices to guide consistent execution across shop and field operations.

### **4.5 Inspection and Testing**

Inspection is a core function at North Western Steel. Welders perform documented self-inspections at defined hold points. Supervisors complete final visual and dimensional inspections prior to release. Independent third-party inspectors provide Non-Destructive Testing (NDT) as required by the contract or applicable code. Piping projects undergo hydrostatic or pneumatic testing per ASME B31.3. All inspection results are recorded on FR-series forms and retained for a minimum of 5 years. Material certifications and weld maps are filed with each job record.

### **4.6 Corrective and Preventive Actions (CAPA)**

Nonconformances are identified, tagged, and documented using Nonconformance Reports (NCRs). The Owner/Manager makes final disposition decisions: repair, rework, scrap, or client-approved use-as-is. Each NCR triggers a root cause analysis and corrective action to prevent recurrence. Preventive actions are implemented based on trend analysis of NCRs, inspection data, and audit findings. CAPA records are reviewed quarterly and summarized in the annual management review. This system ensures ongoing improvement and sustained compliance with client and code requirements.

## **5. Standards & Compliance**

North Western Steel's QMS is grounded in recognized industry standards. Welding is performed in accordance with AWS D1.1 (structural), D14.1 (machinery), and D1.6 (stainless). Piping projects follow ASME Section IX and B31.3. All operations comply with OSHA workplace safety regulations and MSHA requirements for mining environments. Materials are purchased with ASTM compliance and heat number traceability.

Compliance is verified through inspections, welder qualifications, WPS/PQR records, and

documented test results. When client specifications exceed industry codes, the stricter requirements take precedence. Standards are reviewed annually to ensure continued compliance.

## 6. Quality Procedures

The following procedures govern work at North Western Steel:

- PR-001 Job Planning & Contract Review: Verifies drawings, materials, scope, and safety requirements before work starts.
- PR-002 Material Control & Traceability: Requires MTRs, assigns heat numbers, and maintains traceability throughout fabrication.
- PR-003 Welding & Fabrication: Ensures welders follow approved WPS, log work, and meet code requirements.
- PR-004 Inspection & Testing: Defines inspection hold points, self-inspections, supervisor sign-offs, and NDT.
- PR-005 Procurement & Vendor Control: Requires vendor qualification and ongoing supplier performance monitoring.
- PR-006 Nonconformance & Corrective Action: Ensures NCRs are documented, investigated, and resolved.
- PR-007 Delivery & Installation: Governs final verification, packaging, transport, and installation at client sites.

These procedures are intentionally high-level, with detailed work instructions and FR-forms provided in appendices.

## 7. Inspection, Testing & Nonconformance

Inspection is central to NWS operations. Welders perform self-inspections, supervisors complete final inspections, and independent inspectors provide NDT as required. Dimensional checks verify assemblies against drawings, and piping projects undergo hydrostatic/pneumatic testing per ASME B31.3.

All materials must have MTRs, and heat numbers are tracked on every job. Records are maintained on Material Receipt Forms and Weld Maps.

Nonconformance Reporting (NCRs) ensures defects are tagged, segregated, and documented. The Owner/Manager makes final disposition decisions (repair, rework, scrap, or client-approved use-as-is). CAPA procedures drive root cause analysis and preventive action, reviewed quarterly.

## 8. Training & Competence

All employees must demonstrate competence. Welders are qualified to AWS and ASME standards and requalified as needed. Supervisors and inspectors must show competence in inspections, drawings, and applicable codes. Support staff are trained in documentation and traceability practices.

Training records are maintained for 5 years and reviewed annually by management. Employees are encouraged to suggest training needs and participate in ongoing development. NCR/CAPA reviews may trigger targeted retraining.

## 9. Continuous Improvement

Continuous improvement is achieved by measuring results and acting on findings. Key performance indicators (KPIs) include:

- Rework rate (defects per job)
- On-time delivery percentage
- Inspection pass rate
- Client satisfaction feedback

The Owner/Manager holds an annual management review to evaluate the QMS, including audits, NCR trends, training needs, and KPI results. Improvement actions are documented in a Management Review Report and assigned for follow-up.

## 10. Manual Control & Approval

This Quality Manual is a controlled document. Only the Owner/Manager may approve revisions, and a revision history log is maintained. The digital master copy is the authoritative version; all printed versions must be marked "Controlled Copy."

Approved By:

\_Jason Warner\_\_\_\_\_

Owner/Manager

North Western Steel

Date: \_September 28<sup>th</sup> 2025\_\_\_\_\_