



**COMPANY PROFILE**  
& PRE-QUALIFICATION DOCUMENT  
*Excellent Results Always*





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# ABOUT Linron Engineering





# ABOUT LINRON

**LINRON ENGINEERING LIMITED** is an auspicious business registered in Ghana. Experienced and dedicated professionals founded the firm in July 2016. LINRON ENGINEERING LIMITED provides specialised services to organisations of all nature and size and is compliant with all local legislative requirements. The firm provides value-added service activities to support the operations of the engineering sector.





**LINRON ENGINEERING LIMITED** provides services in the following areas:

- Electrical Engineering Supplies and Installations
- Supply and Installation of Transformers
- Supply and Installation of Switch Gears
- Civil Engineering Construction Works

This extensive scope of services is geared towards providing firms with quality Electrical Supplies and Installations, and Civil Engineering Construction to enable efficient operations of their processes.

### OUR VISION

Our vision is to become Africa's premier firm by providing reliable engineering services.

### OUR MISSION

Our mission is to improve the operational effectiveness and the competitive advantage of our clients by providing them with practical and innovative engineering solutions and develop our employees' professional advancement as well as enhance the return to our community and stakeholders.

### OUR VALUES

Our core values are:

- Professionalism
- Excellence
- Fairness
- Integrity
- Teamwork
- Reliability

### OUR PHILOSOPHY

At LINRON ENGINEERING LIMITED, we operate on the philosophy of delighting our clients, by delivering superior value and exceeding the expectations of our clientele.

To achieve this objective, we relentlessly pursue professional and technical excellence, maintain high standards of service, and always bring the best team to deal with every single assignment.

We are passionate about quality and doing our work right the first time. Thus, we provide uncompromised quality, since our reputation depends on our delivered value in the eyes of every client.



At **LINRON ENGINEERING LIMITED**, we understand our clients' business needs and believe that their success is vital to the success of our business.

Transparency, Trust, and Teamwork are the principal elements of our road map to excellent performance. Our utmost asset is a corporate culture that nurtures diversity of backgrounds, views, experience, and skills to create opportunities and capabilities.

The firm further provides a suitable environment for the growth of employee potential. LINRON ENGINEERING LIMITED encourages the active involvement of employees in creating a healthy and friendly working environment. We further inspire employees to take personal responsibility for growth and professional development. We support our employees in a way that fosters learning, growth and recognition for excellent performance.

LINRON ENGINEERING LIMITED has integrated social and environmental concerns into its operations and its interactions with all stakeholders. Thus, in delivering our services, we ensure harmony with the environment and cordiality with all stakeholders.

### **ETHICS**


Our reputation with our clients and the trust they place in our services is critical to our business. Therefore, we strive to meet high ethical standards in handling the various business engagements, and all aspects of our work.

The firm's decision-making processes embrace a stringent adherence to universally accepted ethical values and abidance with local and international laws and statutes.

Enduring commitment to the highest professional ethical standards is deeply embedded in every professional conduct and business deed undertaken by all LINRON ENGINEERING LIMITED employees. Moral responsibility and accountability are the pillar of the firm's undertakings.

Our reputation, and the standards we adhere to are uncompromised.

### **OUR SYMBOL / LOGO**

 Represents the Workman's Tools and stands for Best Practice. We deliver EXCELLENT RESULTS ALWAYS, and our Exceptional Engineering processes creates value for our clients.





### OUR TEAM

We have a team of highly qualified and experienced professionals with decades of combined experience in improving businesses. Our top-notch team have proven problem solving, engineering and analytical skills. Our experts are selected from a variety of organizational levels and industries.

They know how to effectively focus on the most important areas of your company and work with you to accomplish your goals. Each professional has a high level of personal commitment to his or her work. Along with this commitment comes a strong belief that the success of the clients' firm is key to the success of the firm.

### CAPACITY STATEMENT

LINRON ENGINEERING LIMITED works with the highest efficiency and in accordance with the latest technologies in conformity with international standards of quality, security and safety. We utilise trained and experienced staff for the implementation and delivery of projects with commitment to contract terms, conditions, and preservation to the environment.

We execute all projects in accordance with technical and financial strategies to fit the distinctive character of the construction projects and to achieve the maximum benefit for our clients. We are dedicated to meeting the specific needs of all projects.

LINRON ENGINEERING LIMITED is a major player in the Energy and Engineering sectors and has good reputation for supplies and project implementation. We specialise in completing supplies, construction and refurbishments with record time with the adherence to the highest quality standards.

With our technical know-how and experienced staff, we have become a one stop shop for our clients in the energy and engineering sectors. We command a strong presence in supply, contracting, servicing and maintenance, as well as after sales.

Today LINRON ENGINEERING LIMITED is one of the leading contractors in Ghana and is capable of offering the full range of Contracting, Engineering and Construction Services in the areas of Electrical and Civil.





**OUR SERVICES**



## SERVICES

**ELECTRICAL ENGINEERING SUPPLIES AND INSTALLATIONS**

**LINRON ENGINEERING LIMITED** has combined years of experience with our partners in providing engineering and construction services for electric transmission lines, power generation facilities, transmission line engineering, substation engineering, structural engineering, and telecom infrastructure projects.



Our partners have worked around the world on unique, challenging, and technically arduous projects. The firm provides a comprehensive range of professional engineering services to both the private and public sectors. The firm is recognised for its ability to approach projects with steadiness in design, reflective of a positive economic and community impact.

LINRON ENGINEERING LIMITED is proud of its resilient reputation in meeting aggressive schedules and the ability to assemble successful multi-disciplinary project teams. Our cohesive teams of experienced personnel have a client-orientated attitude and a multi-disciplinary approach resulting in optimised performance in all aspects of engineering design, planning and construction services.

Our outstanding reputation is the result of our attentiveness to our clients' needs and the ability to provide solutions that exceed their expectations. Our strength is in strategically providing integrated services and delivering unsurpassed solutions to meet our clients' needs and requirements.

#### **TRANSMISSION LINES**

- All Types of Surveys, route alignment and tower spotting
- Road Making, Foundation and Tower Protections Works
- Tower Earthing
- Tower Erection
- Conductor Stringing
- OPGW and Earth Wire Stringing (including live line OPGW stringing)
- Final Checking

#### **SUB-STATIONS**

- Indoor switchgear installations
- Protection and Control Panel installations
- Telemetry and SCADA
- Outdoor switchgear installations
- Indoor Switchgear Installations
- Transformer installations
- Equipment installation
- Stringing of overhead conductors
- Cable Works i.e. terminations, jointing, cable laying
- Outdoor bus bar installations
- Steel support structures
- Civil works foundations, earthworks, storm water and drainage, yard stoning, kerbing, access roads, excavations, attenuation ponds, Building Works
- Testing and commissioning







### **SUPPLY AND INSTALLATION OF TRANSFORMERS**

The performances of our KUKUN 11kV and 33kV series full-sealed oil-immersed distribution transformers conform to standards IEC60076 "Technical Parameters and Requirements of Three-phase Oil-immersed Power Transformer".

It is artistic in appearance and safe in running and is widely used in transmission and distribution of industrial and agricultural networks. The transformers are high in reliability, advanced in performances and rational in economical indexes.

We are the country representative of KUKUN and handles all installations, commissioning and startup of the transformers.

***NB: We also do Supply Only and Installation Only.***

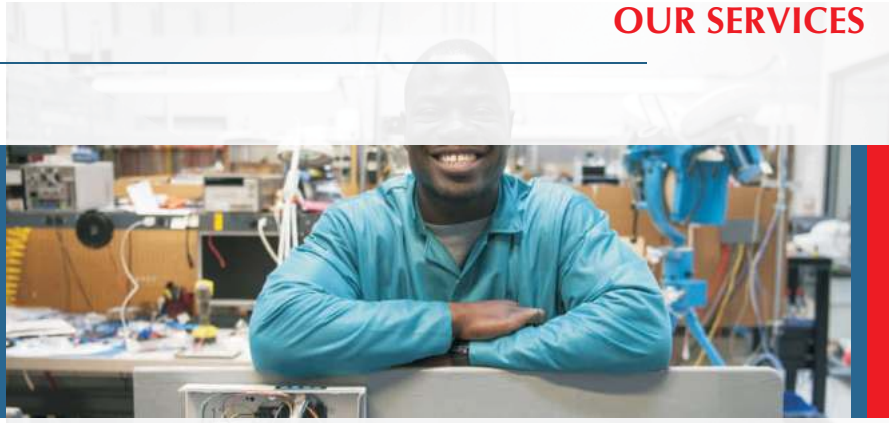
#### **11kV Full-sealed Distribution Transformer**



#### **33kV Full-sealed Distribution Transformer**







### **SUPPLY AND INSTALLATION OF SWITCHGEARS**

ALFAQUADRI has MV and LV Switchgears which is certified by ISO9001 standards. ALFAQUADRI customizes its Switchgears to satisfy the requirements of energy users and ensures safety, reliability and performance over time. We are the country representative of ALFAQUADRI and handles all installations, commissioning and startup in collaboration with ALFAQUADRI engineers.

***NB: We also do Supply Only and Installation Only.***







### **CIVIL ENGINEERING CONSTRUCTION WORKS**

LINRON ENGINEERING LIMITED is a highly focused firm specialising in all aspects of civil engineering. We provide our clients with full-service expertise from planning and design through construction, operation, maintenance and rehabilitation in the following areas: General Construction, Fabrication, and design-build.

The firm has a global network of experts working with clients in the public, private, commercial, industrial, educational, and energy sectors, throughout the country. We assist corporate bodies, multinational organisations, and, municipal and public agencies to develop and implement innovative solutions and transformative outcomes to their complex civil engineering works.

We connect people and economies with roads, bridges, tunnels, and, residential, commercial and industrial facilities. We design, build, operate and manage projects and programs that unlock opportunities, and improve various organisations and industries, and, communities and lives.

We take pride in our commitment to providing personal and professional services in a responsive manner with superior quality, and persistently strive to exceed our clients' expectations by providing innovative and economically astute solutions.

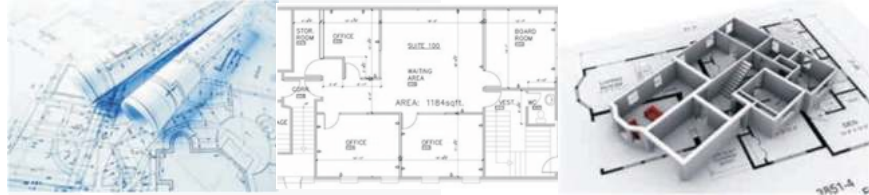
LINRON ENGINEERING LIMITED is proud of our resilient reputation in meeting aggressive schedules and the ability to assemble successful multi-disciplinary project teams. Our cohesive teams of experienced personnel have a client-orientated attitude and a multi-disciplinary approach resulting in optimised performance in all aspects of engineering design, planning and construction services.

We undertake the construction of Homes, Offices, Schools, Hostels, Hospitals, Factories, Canteens, Warehouses, Residential Apartments, Malls and Multipurpose Facilities.



### ARCHITECTURAL DESIGNS

Our team of professional architects possess the skills to completely create architectural drawings that clearly and effectively communicate your design covering everything from site, floor, framing foundation to building sections and excavation.



### MASONRY WORKS

Our team of professional masons use the right aggregate of masonry materials in preparing mortar and concrete in addition to right steel enforcement to provide strong, resilient and crack free structures which requires no or little maintenance over time.



### PLUMBING WORKS

Our plumbing works span both water service plumbing and sanitary plumbing. The technical team connects water pipes, taps, tanks and other fittings for convenient water supply throughout the building without leakages. Sanitary discharge pipes are also laid in connection with sanitary appliances to provide best convenience without leakages in near future.





### METAL FABRICATIONS

We provide all kind of burglar proofs ranging from simple to collapsible burglar proofs with right thickness, size and spacing between bars which provide maximum protection for all kinds of building. We fabricate Balustrade for balconies and stairs, Roofing Trusses and other Metal fabrications according to client's specifications and design requirements.



### ALUMINUM AND GLASS FABRICATIONS

With our team of experts, we serve this fast-growing construction industry with unsurpassed quality Aluminum and Glass works which meet our client's unique expectations and standards. We take care of all the aesthetics with precision and ensure cost effectiveness in our fabrication process. We manufacture and install the following:

- Sliding and Casement Aluminum Windows,
- Aluminum Composite Paneling,
- Sliding, Swing and Hinged Aluminum Doors,
- Domestic and Industrial Aluminum Partitions,
- Aluminum and Glass Balustrade, and





## RENOVATION SERVICES

We provide all aspects of renovation services including: FRAMING, PLUMBING, ELECTRICALS, ROOFING, PAINTING, CARPENTRY, FINISHING AND MUCH MORE. We provide extensive experience in projects such as Domestic and Commercial Structures Remodeling and Finishing. Do you want the building to look catchy again? Call us.



## ROOFING SYSTEMS

At LINRON ENGINEERING we provide all kinds of roofing systems ranging from aluminum roofing sheets (self-lock or IBR) to asphalt shingle and all kinds of roofing trusses both wooden and steel. We assist you in choosing the kind of roofing upon thorough research about the location and environmental conditions as well as the design of the building. We also take into consideration the personal preferences, style, and budget of our clients.







## SECURITY SYSTEMS

We do installations of all kinds of modern security systems being monitored, unmonitored, electric current and wireless alarm security systems. With our world class HD security systems, your home, office or building is secured no matter your location. Keep in mind effective system will be designed to meet the challenges of the environment and your goals by experts at LINRON ENGINEERING.

- Security Cameras
- Intruder Alarm Systems
- Fire Alarm Systems
- Access Control Systems







# ACHIEVEMENTS





## ACHIEVEMENTS

### ***ELECTRICAL DISTRIBUTION MATERIALS SUPPLIES:***

LINRON ENGINEERING LIMITED. has vast experience supplying a wide range of goods to various organisations in Ghana. We have successfully fulfilled numerous big and small contracts for the public sector. We have effectively supplied Transformers, Polymer Insulators, LV Pole Mounted Cut-Out Fuse, Power Cables, and various Power Distribution Materials to the Energy sector.

### ***CIVIL ENGINEERING CONSTRUCTION WORKS:***

LINRON ENGINEERING LIMITED specialises in all aspects of civil engineering construction works. We have successfully completed several refurbishments as well as new construction projects for the public sector at REDCO Flats, Ridge Service Centre, Warehouse at Project Office and the Construction of the Kwabenya District Office Canteen for an institution.

### ***ELECTRICAL ENGINEERING CONSTRUCTION WORKS:***

LINRON ENGINEERING LIMITED has years of experience in providing construction services for electric transmission lines, transmission line engineering, and substation engineering projects. We have successfully executed the following projects for the energy sector:

1. Low Voltage Network Improvement Works at Suame in the Ashanti Region: 31no. 11m and 581no. 9m wooden poles c/w associated head gear and 234.9km of 120AAC; 4no. 200KVA 11/0.433KV PMTs and 1no. 100KVA 11/0.433KV PMTs c/w associated head gear and accessories; Retirement of 172km of 50AAC, 7.5km of 25AAC.
2. Regional System Improvement Projects – Accra East: Installation of low voltage and 11Kv network.
3. Regional System Improvement Projects – Accra East: Installation of low voltage and 11Kv network.
4. Regional System Improvement Projects – Accra East: LV and HT overline construction, installation of 5No 50KVA PMTs, 33/0.433Kv.
5. Regional System Improvement Projects – Accra West: Installation of Pole Mounted Substations, construction of both LV and HT network including Earthing.
6. Regional System Improvement Projects – Tema: Installation of low voltage and 11Kv network.
7. Regional System Improvement Projects – Tema: Installation of Pole Mounted Distribution Substations, construction of both HT and LV networks including Earthing.



8. Regional System Improvement Projects – Tema: Installation of Pole Mounted Distribution Substations, construction of both HT and LV networks including Earthing, installation of energy meters.
9. Special Grid Intensification Projects – Tema: Installation of Pole Mounted Distribution Substations, construction of both HT and LV networks including Earthing and overhead line hardware, and installation of Energy Metres.
10. Special Grid Intensification Projects – Tema: Installation of Pole Mounted Distribution Substations, construction of both HT and LV networks including Earthing and overhead line hardware (33Kv and 11Kv) and Stay Equipment, and installation of Energy Metres.





# POLICY STATEMENTS





### HUMAN RESOURCE POLICY STATEMENT

At LINRON ENGINEERING LIMITED our staff are our main resource in realising our strategic and corporate objectives. Therefore, Human Resources Management (HRM) is an integral part of our business strategy and an important management responsibility.

The main objective of our HRM policy is to create a winning match between individual needs and organisational demands. We continuously aim to have the right staff, with the right experience, at the right time, in the right place, offering the right compensation.

The company fosters leadership, individual accountability and teamwork. Our staff are professionals who are result-oriented and guided by personal integrity. They strive for the success of their own units, in the interest of the whole of the company. In return, our staff can count on opportunities for individual and professional development, in a multicultural working environment.

We offer rewarding and challenging assignments with room for initiative. In this respect, policies have been established and common HRM issues have been defined. Staff Development policy is based on the view that individual and professional development motivates people and contributes to a flexible organisation in which all positions are staffed by capable, accountable and committed employees.

- **Equal opportunity:** Our employees are recruited, selected and promoted on the basis of objective, non-discriminatory criteria.
- **Career advancement:** We practice to a high degree "promotion from within" at unit level and Company-wide, taking account of both meeting job requirements and preferred profile, and individual ambition in future career prospects.



- **Education and Training:** The company's Education and Training policy is based on the view that the knowledge, attitude and skills of our employees are among the most important assets to realise our strategic and corporate objectives. As a consequence, Education and Training is an essential part of our HRM policy.
- **Meeting place:** We use training programs to create meeting places for exchange of experience and knowledge for staff from different Business Units, disciplines and cultural backgrounds, and to offer opportunities for personal growth.
- **Compensation and Benefits:** The Company's Compensation and Benefits policy is based on the view that fair remuneration packages including performance-related pay, matching with individual needs and local practice, contribute to the motivation of our employees. We support diversity but where appropriate, we stimulate common remuneration practices in the organisation.
- **Accountability:** We foster target setting, for individual and team performance with periodical reviews.
- **Encouragement:** We encourage individual and team performance by practicing open and motivating appraisal procedures.
- **Objectivity:** We use objective procedures for job ranking (internal equity) and check systematically market conformity in relevant labour markets (external equity).
- **Mobility:** Employees are expected to have a high degree of mobility in their careers, creativity in their thinking, and initiative in their actions. They should have an "open mind" and feel challenged rather than threatened by the new and the unexpected.

### QUALITY POLICY STATEMENT

LINRON ENGINEERING LIMITED recognises that the maintenance of quality standards in all activities is the key to our success and reputation. The company is therefore committed to a policy to provide a service which fulfils the requirements and expectations of our clients in all ways and also strictly adhere with regulatory requirements.

#### The company aims to ensure:

- That trained and competent personnel are always available focusing on customers' needs and expectations.
- That a high quality of service is given providing optimum value to the client commensurate with cost.
- There is a consistent approach towards public and client safety.
- That legislative and regulatory requirements are always complied with.
- That processes are performed in a cost-effective manner.





The system operates from the receipt of an enquiry to completion of the project involving a series of processes which are operated within the business. Appropriate indicators of performance of processes are used to identify potential improvements in the company's capability and capacity.

The processes and practices are described in a Quality Manual together with other documents which are adhered to by all employees. Objective evidence is provided to demonstrate that the system is maintained and that the processes are being effectively operated. The company continually improves the effectiveness of the quality management system and the objectives are appraised at management reviews at which this policy is examined for continued suitability.

All employees are made aware of this policy and its objectives and are committed to its implementation. The system is maintained by ongoing verification activities together with appropriate training and education of those involved and the overall improvements sought are monitored as part of the regular management review of the system.







### **ENVIRONMENTAL COMPLIANCE POLICY STATEMENT**

LINRON ENGINEERING LIMITED policy is to reduce the impact of our operations on the environment. Our goal is to promote sustainability and environmental awareness at all levels of the firm by:

- Complying with all applicable environmental legislation and sustainability commitments.
- Measuring and analysing the carbon footprint of our business activities in conjunction with other climate change mitigation and adaptation efforts.
- Preventing pollution and reducing consumption of resources through waste management strategies that promote waste minimisation re-use, recovery and recycling, as appropriate.
- Incorporating energy efficiency measures into the firm's facilities and promoting efficient energy use in all areas of business activity.
- Adopt a procurement programme which takes into account the environmental impact of products and services and supports the purchase of energy-efficient products.
- Ensure our staff are aware of the environmental impacts of their work activities and encourage them through regular awareness and training to minimise those impacts.
- Promoting the protection and enhancement of biodiversity and ecosystems through employee awareness programs and stakeholder engagement.
- Pursuing a programme of continuous improvement by reviewing our Environmental Management System and related objectives and targets, policies and practices.







### **HEALTH AND SAFETY POLICY STATEMENT**

LINRON ENGINEERING LIMITED is committed to the goal of providing and maintaining a healthy and safe working environment, with a view to continuous improvement. This goal is only achievable by adherence to established objectives striving to exceed all obligations under applicable legislation, and by fostering an enthusiastic commitment to health, safety and the environment within LINRON ENGINEERING LIMITED personnel, contractors and visitors.

In particular:

- Management will strive to take all reasonable steps to reduce workplace hazards to as low as reasonably achievable.
- Supervisors and managers are held accountable for the health and safety of all employees under their supervision. This includes responsibility for applicable training and instruction, appropriate follow-up on reported health and safety concerns, and implementation of recommended corrective action. This accountability is integrated into the performance appraisal system.
- Supervisors, workers and visitors are expected to perform their duties and responsibilities in a safe and healthful manner and are accountable for the Health and Safety of themselves and others.
- LINRON ENGINEERING LIMITED is committed to providing all necessary training and instruction to ensure that appropriate work practices are followed on the job, and to promote their use off the job.
- If necessary, LINRON ENGINEERING LIMITED will take disciplinary action where individuals fail to work in a healthy and safe manner, or do not comply with applicable legislation or corporate policies and procedures.

Health, safety, the environment and loss control in the workplace are everyone's responsibility.

LINRON ENGINEERING LIMITED expects that everyone will join in our efforts to provide a healthy and safe working environment on a continuous day to day basis. Only through the dedication and efforts of all individuals can LINRON ENGINEERING LIMITED succeed in providing a healthy safe working environment.





# BUSINESS OPERATION



## BUSINESS

## OPERATION

We have modelled our operational activities to reflect our endearing desire for quality and delighting our clients. As such our corporate policies, contract administration procedures, procurement, finance and accounting, and human resource policies have these attributes at its core.





### SUBCONTRACTING

A fundamental part of our success is a competent and qualified subcontractor. This is key to our ability to deliver quality workmanship on time and on budget. Our prequalification process for new subcontractors includes a review of their previous work experience and verifiable quality of work. We believe that the quality of our work is dependent on the quality of the subcontractors involved and as such demand superior performance to meet contract specifications and delight our clients.

We solicit multiple quotes for each of the disciplines involved in a project, to ensure competitive pricing as well as safeguard against potential non-responsiveness. We ensure there is a clear understanding of the scope of work, safety expectations, and time constraints prior to the commencement of work. We require comprehensive submittals and documentation of materials to ensure conformance to project specifications. Continual oversight and documented status meetings ensure compliance with project objectives.

On completion, we perform thorough inspections and reconciliations, and client acceptance process before signoff.



### ESTIMATING

As part of overall construction management, LINRON ENGINEERING LIMITED cost estimators provide our clients with detailed quantity take offs and pricing from a construction projects' conception phase to closeout. Our cost figures include labour, material, equipment and contingency.



LINRON ENGINEERING LIMITED is equipped to prepare cost estimates and/or verify proposed construction costs at various stages throughout the construction process for all projects. By identifying and analysing the projects' scope, time, cost, quality, and performance, we develop an accurate assessment of how the general work process unfolds over the course of its duration.

### **MOBILISATION**

Mobilisation is the period starting from contract award and continuing until all construction support facilities and infrastructure is complete. Under mobilisation we ensure:

- The development of a management plan for starting and implementing your project.
- Confirm the business problem is addressed by the plan.
- Identify, assign and schedule personnel.
- Ensure financing, equipment and facilities are available.
- Determine specifications, quality levels and standards.
- Identify regulatory requirements and constraints.
- Develop a risk management plan that helps identify uncertainties and respond to risks.
- Make sure a governance framework (steering committee and rules of project governance) is set up.
- Establish control and evaluation tools.

Review of contract drawings, specifications obtain / provide clarifications of doubts to set the road clear for work to start.

### **PROJECT MANAGEMENT**

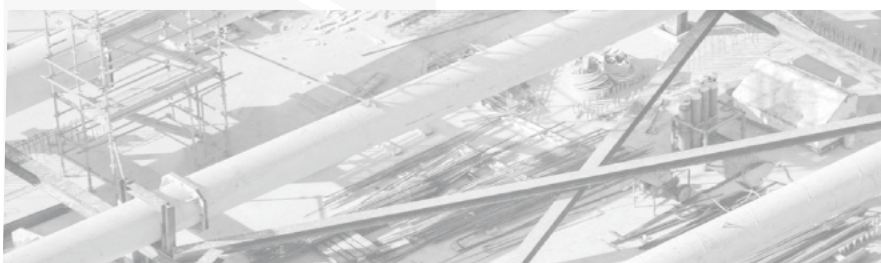
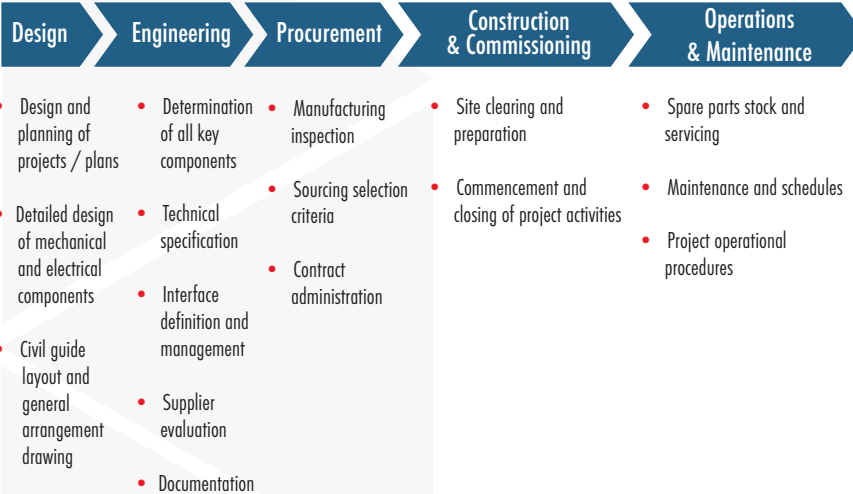
Project managements' focus on time, budget and performance has proven to be the efficient, effective, and flexible way to meet business objectives in today's environment. Our team of world-class certified professional project managers have years of practical experience in project planning, project implementation, and project monitoring and controlling, and has facilitated the successful execution and completion of projects in diverse industries.

- Experienced management teams provide detailed attention throughout the project from design to implementation and closing.
- Qualified executives, trained in document, project and data control processes are assigned to project types in which they have specific experience and expertise.
- Proven estimating skills and systems to manage costs and contracts with cross training for all levels of staff.

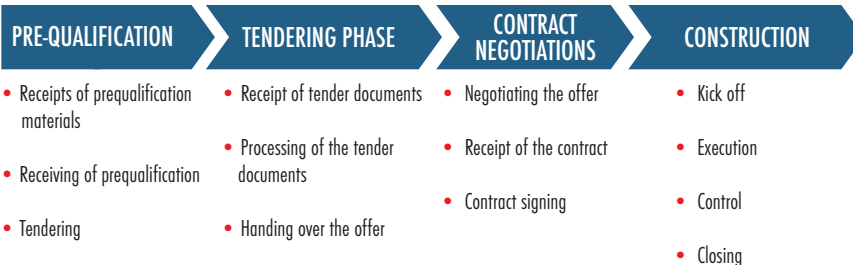




## PROJECT ACTIVITIES



## PROJECT KEY STEPS







### **PROJECT EXECUTION / IMPLEMENTATION**

Project management coordination role is established by the Engineering Department and key responsibilities, authorities and interfaces (including those with the Client, Subcontractors and/or Suppliers) are clearly defined. Verification reviews are done in accordance with the standard construction and civil engineering criteria.

LINRON ENGINEERING LIMITED ensures careful planning and provision of proper project controls measures during work execution, and satisfactory resourcing for the projects. Work procedures and/or method statements are established for specific elements of production that are difficult or impossible to immediately validate for approval prior to the commencement of the work process to ensure that the correct result can be achieved.

Throughout construction operations, LINRON ENGINEERING LIMITED employs appropriate methods of identification, handling, packaging, storage and protection of materials, product and site provisions to ensure proper protection from damage, deterioration and loss. This is also important with regards to property belonging to the Client, which may include intellectual property (e.g. designs, drawings) and project site itself.

The project is executed within the set performance parameters defined by approved plans, approved material submittals and approved quality controls. Activities done include:

- Short term programs to direct and control the works.
- Weekly productivity reporting /Planned versus Actual Progress.
- Weekly procurement reporting.
- Formal pre-qualification of subcontractors and suppliers
- Method statement schedule and update as necessary
- Monthly quality performance reporting
- Monthly safety performance reporting
- Monthly update of the contract program







### **PROJECT MONITORING AND CONTROL**

LINRON ENGINEERING LIMITED has established a procedure that details and records the corrective actions needed to be taken to eliminate the cause of non-conformities in order to prevent their recurrence. Corrective action implemented will be appropriate to the impact of the problem encountered.

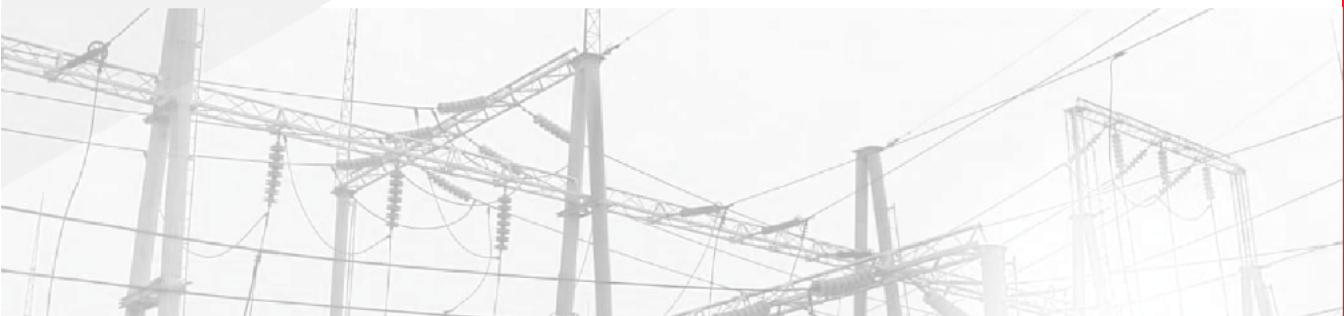
LINRON ENGINEERING LIMITED has established a procedure that details and records the preventive actions taken to eliminate the cause of potential non-conformity in order to prevent their occurrence. Preventive action implemented will be appropriate to the impact of the potential problem encountered.

- Closely monitor project with early warning systems to catch potential problems.
- Disciplined accounting system enforcing subcontractor requirements including lien releases and insurance.
- Project specific logistics planning for coordination meetings, inventory management and site utilisation for construction sequence, staging areas, site offices and security options.
- Ensure sub-contractor compliance and provide written compliance reports.
- Client and workforce safety are top priority and requires precise logistical site control adherence to regulatory safety requirements.
- Proper document control, submittal review, project closeouts, as built drawings, start up and commissioning.
- Pre-qualification and selection of trades assuring that quality craftsmanship and materials comply with technical specifications.



### **QUALITY MANAGEMENT AND CONTROL**

To carry out Quality Control activities required for achieving compliance with defined plans and specifications are carried out. Inspections of work on site and monitoring quality activities are core responsibility of our site inspectors. Subcontractors activities are reviewed to identify conformance and nonconformance of quality requirement. corrective /preventive actions are formulated and implemented where necessary to ensure one-time acceptable delivery.







### **PROCUREMENT MANAGEMENT AND CONTROL**

LINRON ENGINEERING LIMITED aims to establish sound and long-lasting mutual supplier and subcontractor relations in order to improve the ability of all parties to create value to a project. Assessment and recording of new and existing supplier's / subcontractor's capabilities and performance shall be implemented by the Company Supply Chain in connection with project management.

Effective controls shall be implemented to ensure better clarification between suppliers /subcontractors, project management and the Client.

Our team of experts go through several steps to secure competent and reliable sources for procurement. These include:

- Getting the right material needed for the job
- Preparation of material submittal for client approval in accordance with the terms of contract agreement, contract scope of work, approved drawings and specifications
- Procurement approved material
- Giving procurement reports from time to time.



### **CONTRACT ADMINISTRATION**

This includes sending out a request for proposal to potential vendors negotiating the terms and conditions in contracts with our clients and ensuring compliance with the terms and conditions, as well as documenting and agreeing on any changes or amendments that may arise during its implementation or execution.

Other activities include:

- Settlement of the final account and final cost.
- Monthly Interim Application for payment.
- Identification, recording of changes which may be caused by:
  - ✓ Meetings with the client.
  - ✓ Changes in the scope suppliers /subcontractors /specialist work.
  - ✓ Request for clarification.
  - ✓ Corrective actions identifying errors or omissions in the contract documents.
  - ✓ Formal notification from the employer.
- Comprehensive file of each subcontractor / supplier / specialist shall be maintained including signed copies of the subcontract / supplier / specialist, progress and approved payment vouchers.
- To provide a wide variety of administrative services to the project, including the maintenance of personnel files, handling and storage of consumable materials related to administrative services.



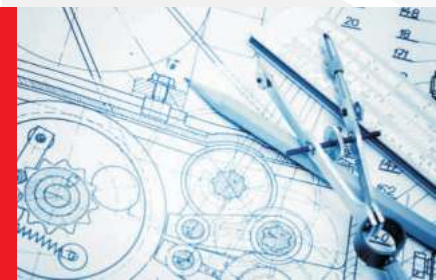


### **WAREHOUSING**

LINRON ENGINEERING LIMITED warehouse procedures document defines step by step how the activities in the warehouse should be carried out and clearly defines the processes to be adopted. Our warehouse procedures streamline the materials management processes and provides checks and balances. It provides guidance to warehouse managers and has some level of flexibility to cater to unique situations, especially in emergencies.

The procedures will normally provide the step by step guidance on how to manage each aspect of warehousing and may cover:

- Receiving and issuing of supplies;
- Quality control or verification;
- Storage of goods;
- How to control stock movement (stock control);
- Documentation flow;
- How to detect and deal with stock losses;
- How rejected material will be managed; and
- How to deal with unwanted material, obsolete and scrap, disposal.



### **PROJECT MANAGEMENT PLAN**

LINRON ENGINEERING LIMITED project plans defines the purpose, scope, and objectives of the project and its delivered products. We state the business needs to be satisfied and the methods by which satisfaction of those needs will be determined.

We further define quantitative and measurable business objectives, and define the criteria by which key stakeholders will judge how successful the project is. We state the relationship of the project to other projects and the integration of this product with other products.

We list the major items to be delivered to the customers, subcontractors, integrators, or other parties. As appropriate, we list the deliverables, their recipients, interim and final delivery dates, and delivery method.

We describe known assumptions upon which the project is based; any external events or externally-supplied items upon which the project depends; and the constraints under which the project will be conducted.



We study the quality, schedule, cost, and scope requirements of the project to determine and document which areas poses constraints, which areas of the project facilitates success drivers, and which are degrees of freedom. Below are the subsidiary plans that forms the project management plan:



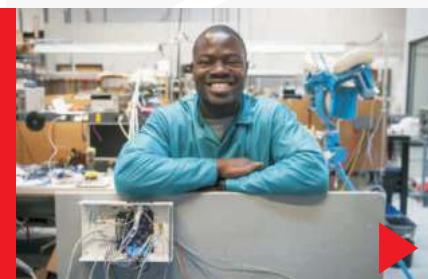
### Stakeholder Management Plan

- Stakeholder Register
- Stakeholder Analysis Matrix
- Stakeholder Power/ Interest Grid
- Stakeholder Impact/ Influence Grid



### Scope Management Plan

- Requirements management plan
- Requirement Documentation
- Requirement Traceability Matrix
- Scope Plan
- Project Scope Statement
- Scope Baseline/ WBS/ WBS Dictionary



### Schedule Management Plan

- Activity List and Activity Attributes
- Milestone List
- Project Schedule Network Diagrams
- Activity Resource Requirements
- Resource Break Down Structure
- Activity Duration Estimates
- Schedule Baseline
- Project Schedule
- Project Calendars



### Cost Management Plan

- Activity Cost Estimates
- Basis of Estimates
- Cost Baseline
- Project Funding Requirements



### Quality Management Plan

- Process Improvement Plan
- Quality Metrics
- Quality Checklists
- Quality Control Measurements



### Risk Management

- Risk Register
- Qualitative Risk Analysis
- Quantitative Risk Analysis
- Risk Responses





#### **Human Resource Management Plan**

- Responsibility and Assignment Matrix
- RACI
- Resource Calendars
- Resource Charts
- Organisational Breakdown Structure



#### **Communications Management Plan**

- Based on stakeholder Information needs
- How Information will be distributed
- Channels through which information will be distributed



#### **Procurement Management Plan**

- Procurement Statement of Work
- Source Selection Criteria
- Contract Administration
- Supplier Management

*Excellent Results Always*





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