

Subcontractor Governance and Quality Assurance Standards

Date: [Insert Date]

To: [Subcontractor Name]

From: [Your Company Name]

Subject: Governance and Quality Assurance Standards Compliance

Dear [Subcontractor Name],

As part of our commitment to maintaining the highest standards of quality and governance in our operations, we require all subcontractors to adhere to the following Quality Assurance Standards:

1. Compliance with all relevant laws and regulations.
2. Implementation of a robust quality management system.
3. Regular training and development of workforce to ensure quality standards are met.
4. Conduct of regular audits and reporting of quality performance.
5. Immediate rectification of any non-conformances identified.

Please confirm your understanding and agreement to comply with these standards by [insert response date]. We look forward to continuing our partnership and ensuring excellence in all our projects.

Best regards,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]