

Management system summary

How GroundMap specifies, captures, processes, checks and delivers, and how it looks after client data, people and the environment.

Integrated management system aligned with ISO 9001:2026, ISO 14001:2026 and ISO 45001:2018. Not third-party certified.

01 The system

GroundMap's integrated management system covers how we specify, capture, process, fuse, check and deliver LiDAR and imagery, and how we look after client data, people and the environment while we do it. It follows the ISO Harmonized Structure (clauses 4 to 10): one manual, two policies (management system and data security), fourteen procedures, and the records an evaluator reads. It is sized for a specialist firm, and every requirement is met with documents that can be checked.

Scope

The specification, capture and processing of LiDAR and imagery on every platform (airborne, drone, terrestrial, mobile and underground); the processing, fusion, analysis and quality assurance of LiDAR and imagery data, including GroundMap Fusion™; archive LiDAR; terrain, surface, change and 3D models; geological interpretation; and the secure handling, delivery, retention and deletion of client data. Delivered from Australia. Work on a client's site is done under the client's induction and site rules.

02 Our policy

QUALITY · ENVIRONMENT · WORK HEALTH AND SAFETY

01 Meet requirements.

Every engagement is specified in writing before work starts (area, accuracy, classes, reference systems and deliverables) and delivered to it, meeting the law, each client's contract and site rules.

02 State only what we measure.

Accuracy is measured on every job and stated per job. Every modelled point is flagged and never counted as measured.

03 Protect client data.

Client data stays the client's, in Australia, on hardware GroundMap controls, used only for the engagement. No external AI service receives client files.

04 Keep people safe and healthy.

Safe and healthy conditions are provided to prevent work-related injury and ill health; hazards are eliminated or risks reduced through the hierarchy of controls; field work is planned with the site owner; everyone who works on a GroundMap job is consulted and involved, and can stop work that is unsafe.

05 Protect the environment.

Pollution is prevented; existing surveys are used before new capture is proposed; travel, flights, energy and waste are kept low; each site's environmental and biosecurity conditions are followed.

06 Act ethically.

No gifts or inducements in connection with any tender; conflicts of interest declared in writing; no trading on clients' information; subcontractors held to the same standard, including on modern slavery.

07 Improve continually.

Objectives are set and measured, the system is audited and reviewed every year, and the causes of problems are fixed.

03 Responsibilities

The Founder & Principal owns the system, reviews every contract and authorises every release. The Principal Geologist reviews and signs off geology content and audits the system. Everyone on a GroundMap job may stop unsafe work and reports problems at once.

04 How every job is controlled

STEP	WHAT HAPPENS	PROCEDURE
Specified	Scope, acceptance criteria, accuracy and how it will be measured, reference systems, data licences, conflicts and the client's data terms agreed in writing before work starts	P02
Recorded	Every job writes a run record: inputs and their checksums, method and software versions, parameters, results and the people involved, stage by stage	P03
Checked	QA scripts on our own machines compute the numbers, and a person reviews them. Accuracy is measured on every job and stated per job, with the rules fixed before any reading	P04
Released	Released by an authorised person against the specification, with an independent check wherever possible; geology content signed off by the Principal Geologist	P04
Delivered	Data, QA report, accuracy note, lineage, ISO 19115 metadata and the credit line of every source, through the client's channel with checksums	P04, P06
Returned or deleted	Retained for 12 months after final delivery or as the contract sets, then returned or deleted with written confirmation; the job's quality records (no point clouds or imagery) are kept, as the confirmation lists	P06

05 Work health and safety

- A hazard register for office and field work, with controls chosen by the hierarchy of controls.
- Before any field visit: planning with the site owner, the client's induction and permits, a job safety analysis, a check-in schedule for remote work, and the site's emergency arrangements.
- Drone and aircraft operations follow CASA rules.
- Workers are consulted on hazards, procedures and changes; incidents are reported at once and notifiable incidents go to the regulator.

06 Environment

- Existing surveys first: new capture is proposed only where existing data cannot meet the specification.
- The fewest passes the specification needs; site conditions on timing, wildlife, stock and access followed.
- Biosecurity rules checked at planning, with washdown where the site requires it.
- Energy, travel and electronic waste kept low; retired drives sanitised and recycled.

07 Checked and improved

- Objectives and indicators, reviewed monthly: complete records for every delivery, on-time delivery, zero client-data incidents, safe field work.
- Client feedback requested after every delivery.
- One log for nonconformities, complaints and incidents; causes found and fixed, with actions closed within 30 days.
- An impartial internal audit and a management review at least once a year.

08 Procedures

FOURTEEN, EACH WITH ITS RECORDS

P01	Documented information	P08	Management of change
P02	Enquiry and contract review	P09	Competence, training and awareness
P03	Job planning and processing control	P10	Monitoring and measurement
P04	Verification, QA and release	P11	Internal audit
P05	External providers and data sources	P12	Management review
P06	Client property and data handling	P13	Work health and safety
P07	Nonconformity, complaints, incidents and corrective action	P14	Environment

The manual's contents, its clause map and the relevant procedures are available on request: info@groundmap.com.au. Client data is handled under GroundMap's data-security policy, summarised in a separate document.