



COMPANY

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OUR HISTORY

FOUNDED IN 1977, MANUMAG S.L. IS A COMPANY LOCATED IN MUEL (ZARAGOZA, SPAIN) WHICH MANUFACTURES AND COMMERCIALIZES A VAST RANGE OF LOW VOLTAGE TRANSFORMERS.

We are strongly consolidated throughout Europe, Middle East, Africa and America, promoting a continuous growth that allowed a new factory opening with a productive space of 6000 m² at the beginning of 2007.

Our production is specialized in **control, isolation (even for medical locations), safety and swimming-pool lighting single-phase and three-phase transformers, single-phase and three-phase autotransformers, power supply units and automatic voltage regulators.** All of them are developed according to our main target: creating high quality goods under european standards in order to satisfy our customers needs and requirements.

Manumag has implemented a quality management system following ISO 9001:2015 based on rationalizing processes and methods, searching employees motivation and training, being conscious of environment and working risks to achieve an efficient and competitive enterprise.

For further information regarding our products, you can visit our web site www.manumag.com where you will be able to download our general catalogue.



Manumag facilities in Muel, Spain.

SECTORS



OUR COMPANY PATH HAS BEEN DEVELOPED ALONG DIFFERENT MARKETS, ALWAYS TAKING INTO

ACCOUNT OUR INTERNATIONAL OUTLOOK, WICH IS PARTICULARLY

CLEAR IN MIDDLE EAST AREA. IN THIS WAY, WE ARE FIRMLY PRESENT IN ALL THESE SECTORS:



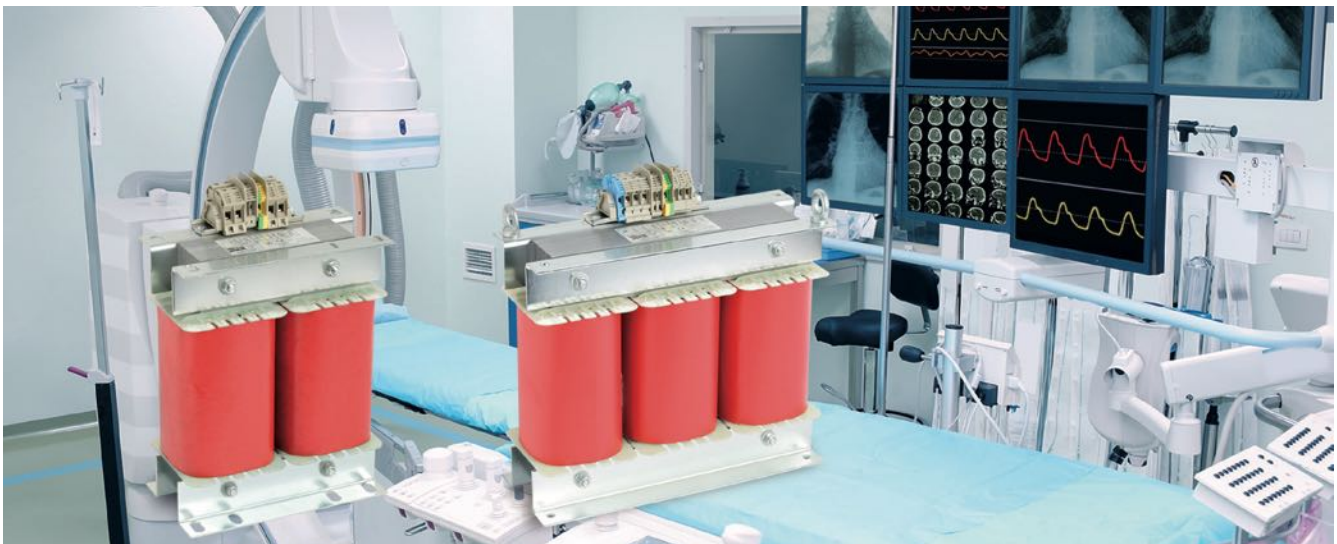
Renewable Energy



- ▶ **Three Phase Autotransformers**
| **Serie XMN**
- Three phase Transformers**
| **Serie YA and YAQ**
- Isolation Transformers**
| **Serie TA and TF**
- Safety Transformers**
| **Serie TS**



Medical Equipment



- ▶ **Isolation Transformer for medical locations** | **Serie TD and YD**



Three Phase Autotransformers
| **Serie XMN**

Three phase Transformers
| **Serie YA and YAQ**

Isolation Transformers
| **Serie TA and TF**



Safety transformers for swimming-pool lighting | **Serie TW and TL**



Three phase Transformers
| **Serie YA and YAQ**

Three Phase Autotransformers
| **Serie XMN**

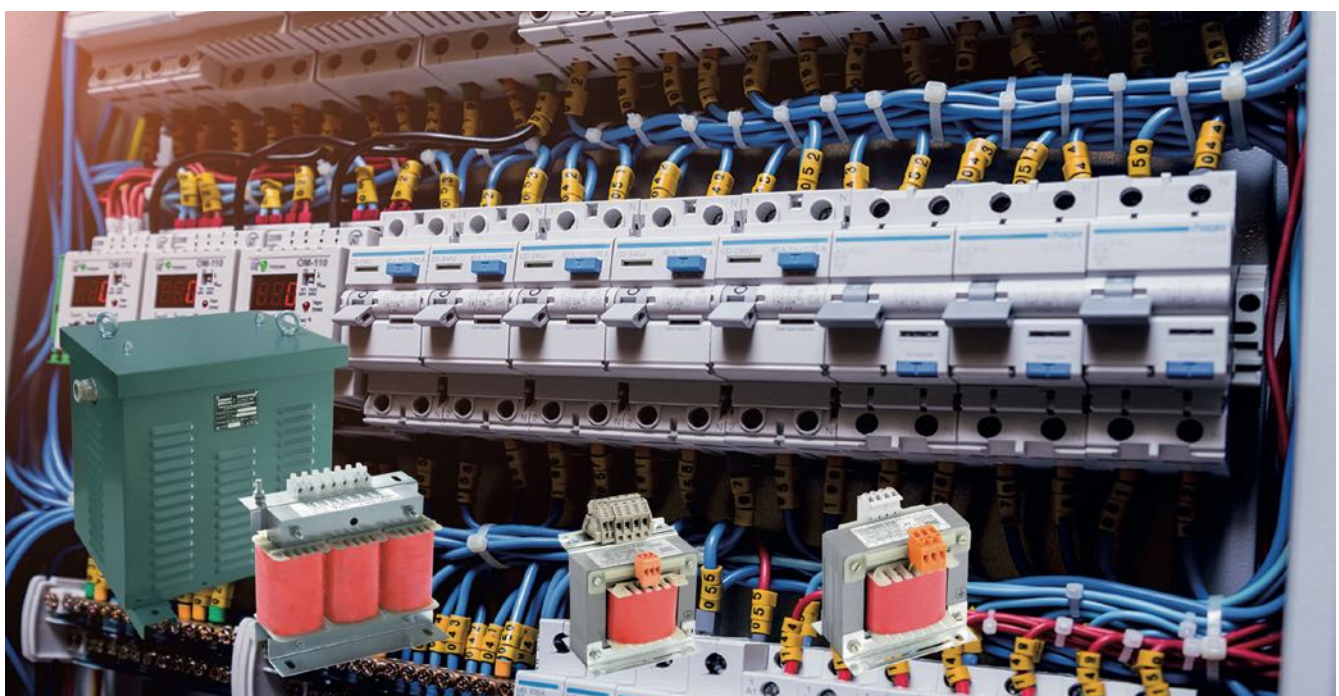


Domestic



▶ Step Up-Down I-Phase Autotransformers | Serie AMN, ARB, AMD and ASC

Other sectors



▶ Three Phase Autotransformers | Serie XMN

Isolation Transformers | Serie TA and TF

Safety Transformers | Serie TS



QUALITY GUIDE

MANUMAG S.L., IN ORDER TO ESTABLISH A METHODOLOGY WHICH GUARANTEES THE APPROPRIATE CONTROL AND PROCESSES IMPROVEMENT

Has developed a quality management system based on UNE-EN ISO 9001:2015 Standard, which specifies the requirements:

- To prove MANUMAG S.L. capacity to provide goods regularly that satisfy customers and applied regulations requirements.
- To increase customer satisfaction through an effective system implementation, including the processes for a continuous improvement and conformity guarantee about customers requirements and regulations that can be applied.

This current Quality Guide sets up this System reference document, which defines the existing processes in MANUMAG S.L. and their interrelations, as well as its management to cause the wanted result. This processes approach makes up the base in which all the system is supported, both documentation and implementation.





The appropriate information will be got through the determination or the organization context, the stakeholders needs and expectations and follow-up and measurement of these processes. After being analysed, all this information will guide Top Management, following its

leadership and compromise with the implemented quality management system, to take the relevant actions to improve the whole system.

These current guide provisions are applied to all the activities carried out by MANUMAG S.L. that are

included in the system scope, which are the following:

This Guide is made up with the procedures and other issued documents where the activities developed by MANUMAG are further described.



PROCESSES DESCRIPTION

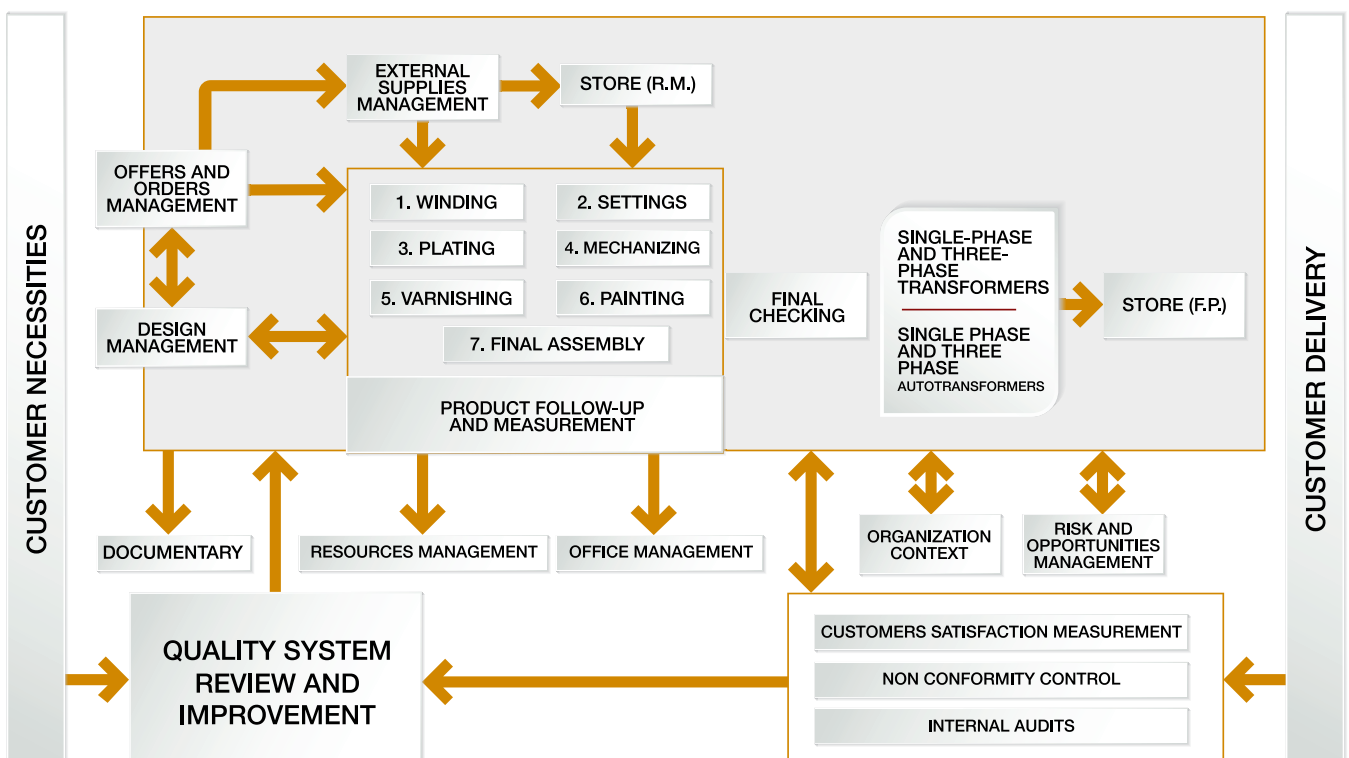
Processes classification

A process is an activity or a set of activities that uses resources and it is managed to allow that entry elements can be turned into results. In order to get an efficient organization operation, MANUMAG S.L. identifies and manages a large range of intertwined processes and their effectiveness will be measured by means of several meters that will

be required along all the established documented information.

MANUMAG S.L. identifies its processes and interactions between them and all of this is reflected in the PROCESSES MAP, being the cycle Plan-DoCheck-Act a reference to it, as well as risks and opportunities previously defined.

▼ PROCESSES MAP



MANUMAG S.L. Top Management has classified the processes as follows:

Key / Operational Processes: They are the necessary processes to provide a service.

Support Processes: They are the necessary processes to control and measure the system.

Strategic Processes: They are the management processes

with responsibility falls on Top Management.

Siguiendo dicha clasificación, MANUMAG S.L. ha identificado los siguientes procesos:

Key / Operational processes

OFFERS AND ORDERS PROCESS

It makes up MANUMAG S.L. activity beginning and it is determined there:

- Requirements which are specified by the customer, including the requirements for delivery and subsequent to this activities.
- Requirements which are not established by the customer but necessary for the specified or planned use, when this can be known.

- Legal and statutory requirements related to the product.
- Any other additional requirement determined by MANUMAG S.L.

MANUMAG S.L. establishes the appropriate contract/ order with the customer by means of the requirements related to the product review.

The implemented methodology for this process is documented in PG-Q-01 "Offers and Orders Management Process" procedure.

Design process is directly interrelated with this process, in case of specific transformers (special transformers...) request.



DESIGN PROCESS

On the basis of customers requirements, MANUMAG S.L. develops new transformers and autotransformers, as well as changes in the existing ones.

PG-Q-02 "Design Management Process" procedure has been documented in order to establish an action methodology.

CONTROL ON EXTERNAL SUPPLIED PROCESSES, PRODUCTS AND SERVICES PROCESS

This current process contains all the activities that need to be developed to secure external supplied processes, products and services conformity and all of this sets up another activity beginning destined for goods manufacture mainly.

Raw materials (wire, sheet metal,...) and auxiliary materials (for packing, ...) are depending on needs moment of time.

It is established PG-Q-03 "Control on external supplied processes, products and services Process" procedure to define all of them, in which the organization makes sure that all external supplied processes,

products and services do not affect its capacity in a bad way to deliver conforming products to their customers by using criteria for external supplier assessment,

reassessment, selection and performance monitoring with regard to their capacity to supply processes, products and services according to the organization requirements.



PRODUCTION PROCESS

It includes all the operations carried out from a manufacture order planning/ launching to a finished good fulfilment.

This process can be basically subdivided in the following subprocesses: winding, setting, plating, mechanizing, varnishing, painting and final assembly.

Within the current process, the

follow-up and measurement operations related to the product in its different phases are included (except for the final product which is specified in the final checking process).

PG-Q-04 "Production Management Process" procedure and Technical Procedures that complement it are documented in order to develop this process properly.

FINAL CHECKING PROCESS

Manufactured goods nature involves the final checking fulfilment to 100% of them, as it is the only way to verify the specified requirements compliance for these goods before their customer delivery.

In that way, the action methodology is described in PG-Q-05 "Final Checking Management Process" procedure.



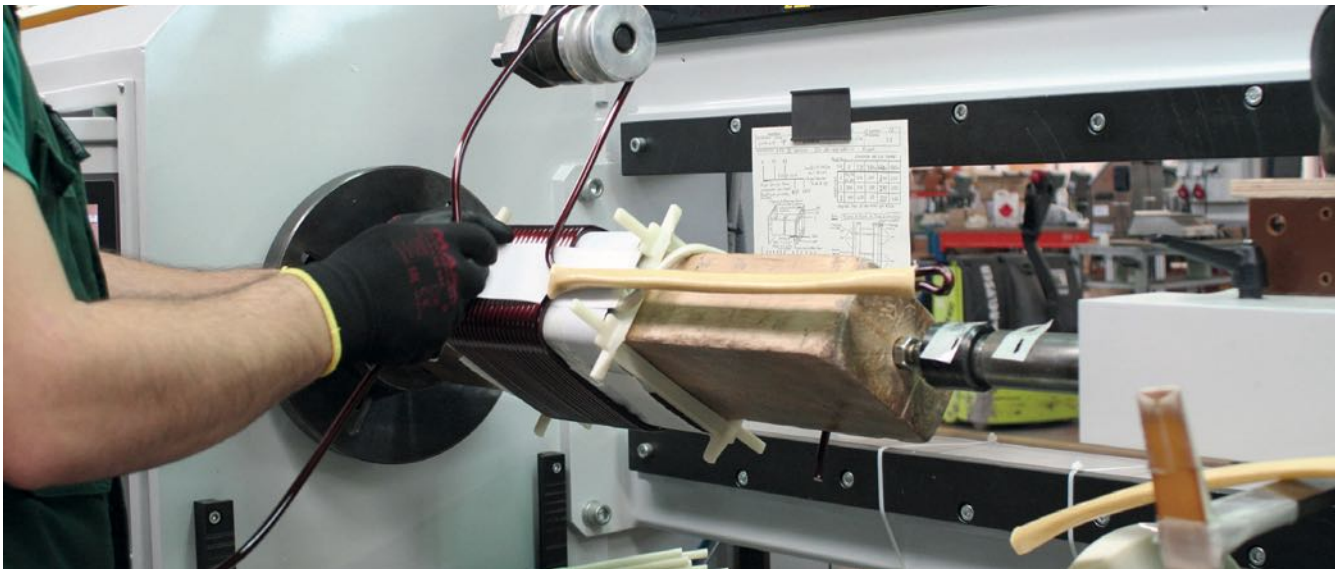
STORE PROCESS

MANUMAG S.L. has basically 2 warehouses, one for raw materials and another one for finished product.

These warehouses above mentioned interrelate with the global process in a direct way (raw materials store

with purchases and production processes and finished product store with final checking process), being the operations to develop in them well defined in PG-Q-06 "Store Management Process" procedure.

Support processes



DETERMINATION OF ORGANIZATION CONTEXT PROCESS

In order to clarify both internal and external questions that organization capacity can be affected to get the results during the predicted planning of strategic management, as well as to understand the stakeholders needs and expectations, PG-Q-15 "Organization Context Management Process" procedure is developed.

RISKS AND OPPORTUNITIES DETECTION PROCESS

A key factor to plan the quality management system in the organization is to consider risks and opportunities that can affect to MANUMAG S.L. So, it has been decided to create PG-Q-16 "Risks and opportunities management Process" to deal with it.

FOLLOW-UP AND MEASUREMENT

By means of different tools, this process compiles the necessary information to achieve a follow-up and measurement systematized management for several processes on one hand and to be an entry data

source for "Quality system review and improvement" process on the other.

The developed procedures to establish the necessary

methodology are PG-Q-11: "Non conforming forwardings control Process", PG-Q-12: "Internal audit achievement Process" and PG-Q-13 "Customer Satisfaction Measurement Process".



DOCUMENTARY PROCESS

To get a suitable documented information control for each existing process in MANUMAG S.L., a documentary process is established, which is implemented by the following documentary levels:

- Quality Guide
- General Procedures
- Technical Procedures
- Records

Also, external documentation (laws, regulations,...) which is necessary for the appropriate Management System operation.

The documentary process description has led to the PG-Q-07 "Process for Documentation Control" and PG-Q-08 "Process for Records Control" procedures preparation.



RESOURCES MANAGEMENT PROCESS

From different processes fulfilment and analysis, resources needs are identified, either the humans ones (related to the staff ability, awareness, working ambience and communication with staff) or the materials ones (related to machinery

maintenance, measurement equipment calibration, ...).

This process definition is included in PG-Q-14 "Resources Management Process" procedure and Technical Procedures prepared for calibration.



ADMINISTRATIVE MANAGEMENT PROCESS

As another part of the processes that complement the quality management system, it is been establish the documented information about the guidelines to follow to develop the Administration Department tasks

which are summarized in both customers and suppliers accountancy.

In this respect, PG-Q-17" Administrative Management Process" is created.

Strategic processes

PERFORMANCE ASSESSMENT AND QUALITY MANAGEMENT SYSTEM IMPROVEMENT PROCESS

After the consequent planning and processes establishment that form the quality management system, MANUMAG S.L. Top Management reviews the aforementioned system, at planned intervals, being sure of its continuous advisability, suitability, efficiency and continuous alignment with the strategic direction in the organization. The changes in both external and internal matters in which the quality management system can be affected, the information

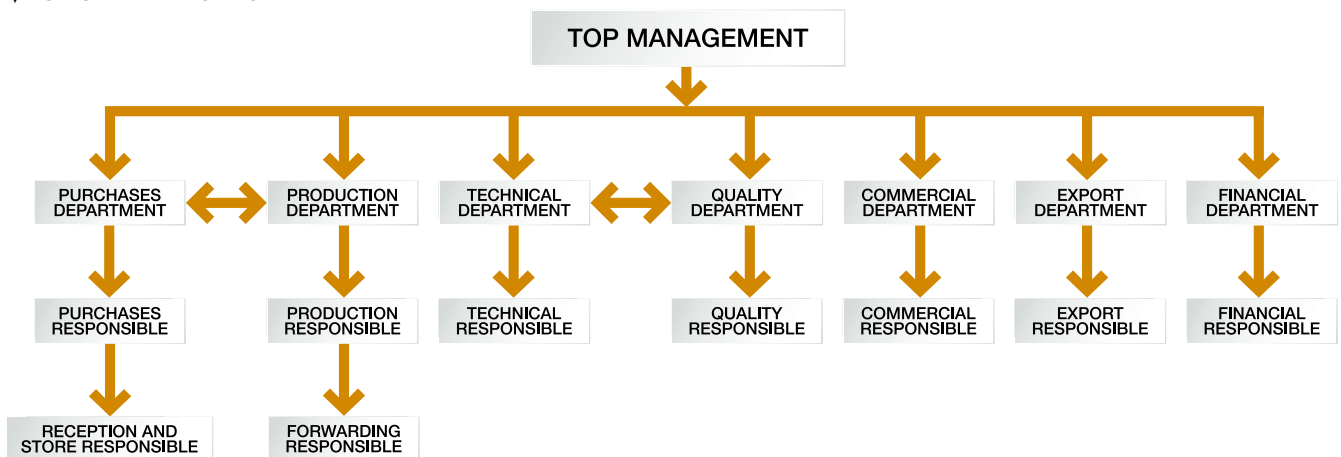
regarding the quality management system performance and efficiency, the actions about previous Top Management reviews actions state, the resources suitability, the action which are taken to deal with risks and opportunities efficiency and improvement opportunities are use as input data to this review.

Improvement opportunities, resources needs or any other change that can be needed in this

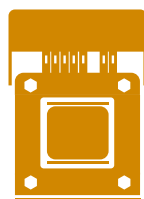
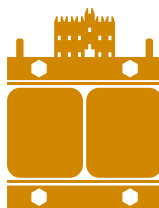
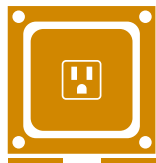
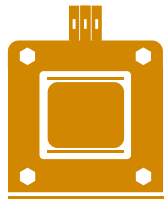
quality management system are defined as output data.

PG-Q-09 "Top Management system review Process" and PG-Q-10 "Improvement actions management Process" procedures have been documented for a bigger definition of this current process.

▼ ORGANIZATION CHART



CERTIFICATIONS





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