



Lund Roberts (Engineers) Limited



Training Policy Statement

21st January 2016

Lund Roberts (Eng) Limited recognises the importance of training in all aspects and is committed to providing the opportunities and facilities to ensure that all operatives receive appropriate instruction relating to the installation of electrical systems and all associated contracting works.

It is the Organisation's objective to carry out all measures reasonably practicable to meet, exceed or develop all necessary or desirable requirements and to continually improve the performance of the skill-base of the Organisation through the implementation of the following:

1. Formal Induction of all new employees to include the implementation of the Company Quality Assurance System, Health & Safety Policy and General Procedures.
2. Assess and regularly re-assess the status of skill levels and certified training relating to the Organisation's activities.
3. Continuous training of employees using in-house and on-site methods (eg. ECS H&S Assessment, Tool Box Talks) as well as formal externally arranged courses (eg. PASMA, SSSTS, Abrasive Wheels, First Aid, etc.)
4. The formal training of Apprentices through the JTL Training Scheme and regular monitoring of Practical and academic skills.
5. The provision and distribution of Quality Assurance and Health & Safety memoranda and literature to operatives, supervisors, engineers and administrative staff in accordance with changes to legislation or procedures affecting the Organisation or its works.

This Policy is communicated to all employees and is available to all suppliers and sub-contractors.

Mr. D.E. Sands.....

Date.....21/1/16.....

Managing Director

TPS-LRE-2014