



1COLD Ltd

CLAYBANK FARMHOUSE, UMBERSLADE ROAD, EARLSWOOD
SOLIHULL, WEST MIDLANDS, B94 5PY, UNITED KINGDOM
TEL: +44 (0)1564 702 269 FAX: +44 (0)1564 702 270

CONTRACTORS AND CONSULTANTS TO THE FOOD, PHARMACEUTICAL AND ALLIED INDUSTRIES

TD016: Training Policy Statement

1COLD Ltd implements an on-going programme of training providing instruction and information to ensure that all staff are adequately equipped with the necessary knowledge and skills required to complete their role and maintain levels of competency and efficiency. This includes the need to keep up-to-date with current Health and Safety Regulations and Human Resource Management.

Employees are expected to take an active interest and commit to relevant training events, whether provided in-house or by external organisations and to attend briefings and updates that are appropriate.

Employees with an active role 'on-site' are expected to ensure that they maintain standards of competency for the operation of plant or equipment and to ensure that this remains current inline with the guidelines stated by the training organisation assessing competency.

Additionally, site employees are expected to attend any information session, instruction or 'toolbox talk' relating to the use of tools or equipment that they would normally use, to ensure that 'safe methods of work' are being applied, that the identification of a possible fault is recognised and that the reporting procedures for faults is applied. If a specific need arises on a particular site, the relevant training would be arranged to cover the item of plant, equipment or power tool that is to be used.

Employees are expected to highlight any additional training, instruction or information that they feel is necessary, would enhance their skills or proficiency or would prove useful for themselves, their colleagues and the company as a whole. Each individual suggestion or application will be assessed upon its merits at the time and a decision for any financial support, paid time in study or completion, subsidy, bursary or any commitment will be treated in confidence and without preference.

Employees wishing to take additional courses, enhanced education or vocational or skills-based assessment qualifications will certainly be encouraged and may be supported financially or in other practical ways to assist with their chosen area of study.

The **1COLD Ltd** training policy is under continuous review and will be altered as necessary without prior consultation with the employees as a whole. Significant additions or changes will be brought to the attention of all staff through the normal means of communication and consultation via the regular Health & Safety Meetings.

Simon Gumery

Operations Director

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committed to
CSCS



Your business is our future
www.1COLD.com info@1COLD.com

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