



## **Milbank Concrete Products Ltd Training & Development Policy**

Milbank Concrete Products Ltd supports and provides a wide range of training and development opportunities for all employees as part of its on-going development and business plan. Through training & development all employees will be provided with the opportunity to gain the skills, knowledge and experience to enable them to build the necessary core competences so that they can fulfill their roles, and contribute positively to the success of the company and themselves. Milbank Concrete Products Ltd recognises the value of employee training & development as a key element in future business continuity and in supporting the Milbank ethos of "Helping Our Customers Achieve Success".

### **Mandatory Training**

- All employees will receive the Milbank New Employee Induction relative to their roles
- All employees will receive internal instruction and training (Safe Systems of Work) relative to their roles

### **Core Competency Training**

- All employees will receive core competency training relative to their roles, this includes Structural & Civil Engineering, City & Guilds, CITB SMSTS, SSSTS, CPCS Plant Operations, CSCS Trade Skills, IPAF, PASMA, RTITB Vehicle Training, Abrasive Wheels, Overhead Gantry Crane.

### **National Vocational Training (NVQ's)**

- All employees will receive NVQ training relative to their roles as required through the CPCS/CSCS plant and trade skills process.
- Company management, supervision and employees are actively encouraged and supported to undertake NVQ training in support roles. This includes Sales & Marketing, Health, Safety & Environment, Human Resource Management, Production Management, Financial Management.

### **Personal Development Training**

- All employees attend an annual review and appraisal with their immediate manager, personal development is discussed, and appropriate additional training is agreed to support and develop employees so that they are enabled to be the best version of themselves.

Lee Cowen  
Managing Director

Date: December 2023

A handwritten signature in black ink, appearing to read "Lee Cowen", is written over a light blue horizontal line.