

The Uniform Guys Training and Development Policy boosts morale, job satisfaction, and attracts top talent by building a more skilled, engaged, and productive workforce, contributing to the company's success and growth.

The Uniform Guys has adopted the following Training and Development Policy:

1. **Introduction:** We recognise the importance of continuous professional development in maintaining and enhancing the capabilities of our workforce. By investing in training and development, we aim to ensure that our team members are well-equipped to meet the challenges of the market and contribute to the company's success.
2. **Training and Development Programs:** We provide a range of training and development programs designed to enhance the skills and knowledge of our team members. These programs will cover technical skills, industry knowledge, leadership development, and personal development.
3. **Identification of Training Needs:** Training needs are identified through a variety of methods including one-on-one's, team feedback, and self-assessment by team members. This ensures that our training programs are relevant and aligned with both individual career aspirations and company objectives.
4. **Mandatory Training:** Certain training programs, especially those related to workplace safety and wellbeing, legal compliance, and operational excellence, are considered mandatory. Attendance and completion of these programs are required as part of our commitment to maintaining high standards of workplace safety and wellbeing and regulatory compliance.
5. **Support for Continuing Education:** We support team members in pursuing relevant external continuing education opportunities. This may include financial support, study leave, or flexible working arrangements, subject to company policy and approval processes.
6. **Evaluation of Training Effectiveness:** The effectiveness of training programs is evaluated to ensure they meet their objectives and contribute to individual and company performance. Feedback is collected from participants, and performance metrics is reviewed to assess the impact of training.
7. **Roles and Responsibilities:** Management is responsible for identifying training needs, approving training activities, and supporting team members in their development. Team Members are expected to actively participate in training and development activities, apply learned skills on the job, and contribute to the continuous improvement of training programs. Management, with the support of external consultants, coordinates the development, implementation, and evaluation of training programs, and provides support for external education opportunities.

This Training and Development Policy ensures that we are investing in the skills and knowledge of our employees, and to creating a culture of continuous learning and improvement.