

## TRAINING

### OUR TRAINING & DEVELOPMENT POLICY.

Capital Formwork are responsible for ensuring that all staff and operatives employed by them as well as hired contractors are suitably qualified and/or experienced to discharge their responsibilities.

### STAFF

All staff and contractors are employed or retained on the basis of their previous experience and qualifications including in-house trained staff.

The Company ensures that staff assigned to specific projects are properly trained and experienced.

The Company continually carries out a review of staff training needs by an individual review.

### OPERATIVES

Operatives, whether directly employed or sub-contracted are recruited on the basis of their previous experience and qualifications.

Operatives who are new to the Company are subject to intensive scrutiny during their first week of employment to establish if they are competent to carry out the task for which they have been recruited.

The Company ensures that all Operatives are in possession of the correct trade and site cards as required.

Employment records of all operatives are maintained.

### TRAINING INVESTMENT

The Directors of Capital Formwork Limited fully recognise that the future of the business is reliant upon the attainment of and the blending of practical trade professional and management skills at the highest levels of performance.

Planned substantial yearly investments as required in training at operative, craft, supervisory and management levels reflects this commitment.

- **RECENT QUALIFIERS**
- One Sub-Contractor – First Aid
- One Sub-Contractor – Supervisor Safety Training Scheme (SSSTS)
- Two employees qualified as excavator operators
- **APPRENTICE & TRAINING SCHEME:**
- One Sub-Contractor : Continuing Trainee Formwork Carpenter and Logistics Management