



Equality Link Consultancy

Training Policy

We are committed to the continuous development and training of all our staff and associates. This continuous development of staff and associates is an integral part of our Quality Management System and ensures that regardless of the tasks to be undertaken our team members are suitably skilled to meet the requirements of the client.

Each member of staff (if permanently employed) will receive an annual appraisal whereby their training requirements regarding future personal objectives and the future objectives of the company are discussed. The output of these discussions is a formal training plan for the forthcoming year that not only meets the ambitions of the individual but the strategic and operational objectives of the organisation.

Each member of the Equality Link Consultancy professional staff and associates are required to provide evidence of Continuous Professional Development (CPD). This evidence acts as a record of professional development and of competence when assembling project teams.

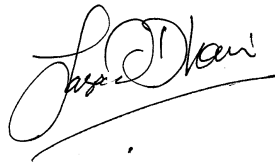
On a project basis team members are selected on a skill-fit criterion, prior experience of working with Equality Link Consultancy and value for money. Opportunities for identifying and addressing specific training requirements for the job to be undertaken are assessed during the project initiation stage and responsibility for their completion assigned.

As part of the training policy at Equality Link Consultancy each project team member has had communicated to them our Health and Safety, Training and Equal Opportunity Policies which we actively promote.

Signed & dated

Jaspal Dhani

Owner / Managing Director

A handwritten signature in black ink, appearing to read 'Jaspal Dhani', with a horizontal line underneath.

Dated: 27 January 2009

Next review date: 27 January 2010