

TRAINING POLICY

Introduction

Lynch Plant Hire & Haulage Ltd believes that skills, knowledge, experience, training and development are vital components in securing the necessary competence to undertake projects effectively and safely. This is reflected in our training policy.

Statement of Intent

We are committed to implementing this training policy by identifying training needs, setting training objectives and achieving training goals through use of internal training and development and specialist training provided by approved and appropriately accredited suppliers.

Policy Aims

- Personal development and ongoing training will be supported and encouraged to maintain all necessary professional competences. Consultation with employees at all levels shall be undertaken to maintain competence, motivation and a positive culture within the Organisation.
- Knowledge gained through information and training provided to our staff will be reinforced by mentoring or supervised learning to build the necessary experience.
- We will work with local partners around its projects to encourage and support development of new trainees into the plant hire industry, through a combination of work placements and apprenticeships and will endeavour to provide trainees with ongoing employment upon achievement of their chosen vocational skills qualification as far as practicable.
- Where industry standards are recognised, training and evidence of competence will be pursued to meet or exceed the standards through recognised competency schemes or demonstrably equivalent provisions.
- We will ensure that any training is provided as part of a Safe System of Work whenever a new or changed process, item of plant or a system of work is introduced.
- Records of training and achievement will be securely kept and maintained by the Training Manager and HR.

Repayment of training costs

Whilst Lynch Plant Hire & Haulage Ltd will ensure that staff are appropriately trained it is expected that staff will repay a percentage of the course fees if they leave Lynch's employment within 24 months of course completion, as detailed in the Training Agreement (HR029).

The relevant Manager MUST notify HR, Payroll Manager and Training Manager when an Operator or staff member leaves the Company to ensure that any training costs are recovered as appropriate.

This policy will be communicated to all employees and organisations working on our behalf, displayed at our offices, on our intranet and is available to defined interested parties.

Owner: People & Culture Dept	Version: 10	QP41
Uncontrolled if printed or copied. Always check for latest version.		Page 1 of 2

TRAINING POLICY

This policy will be reviewed annually or sooner by senior management to ensure its suitability. Where necessary it will be amended, reissued, and communicated to all employees and people working on its behalf.



Rob Lynch
Joint Managing Director

Date: 15/10/25

Owner: People & Culture Dept	Version: 10	QP41
Uncontrolled if printed or copied. Always check for latest version.		Page 2 of 2