



Company Policy Learning and Development

Austrak is committed to on-going learning and development, which equips our people with the skills to advance their careers and contributes to our continued success. This policy sits alongside our People and Equality, Diversity and Inclusion policies.

Austrak views learning and development as fundamental to the future of the business and recognises that learning and development enhances capability, commitment and motivation, and increases our capacity to attract and retain a high calibre workforce. It is based on the philosophy that each individual should take responsibility for his/her own development and make the most of the opportunities offered through work experiences, specific courses and training programmes, personal research, reading, conferences and other relevant interventions.

This will be realised by:

- Our people identifying and taking responsibility for their own learning and development needs and career progression, and applying new learning in the pursuit of excellence
- Reviewing performance and development needs regularly and ensuring appropriate development opportunities
 are available to equip individuals with the skills, knowledge, experience, qualifications and behavioural and
 technical capabilities needed to meet the needs of the business now and for the future
- Providing meaningful and realistic career progression and expansion opportunities for all our people
- Continually evaluating the effectiveness of any learning and development provided, reviewing our learning programmes accordingly to meet the needs of the business and our people
- Supporting site-based apprenticeship and accreditation schemes
- Maintaining our commitment to internal talent development programmes, that will identify and support the development of tomorrow's managers and leaders
- Promote knowledge sharing by creating opportunities to share learning and best practice across the global business

Murray Adams General Manager

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