



Training & Assessment Policy

As Managing Director, I firmly believe the backbone of the company is competent and experienced personnel, supported by strong leadership. To develop this ethos, I will focus on the development of our core business teams, who have the experience to locate competent contractors and management of the Logistic business, to the specific requirements of our clients.

Such business elements are fully supported by our positive administration employees. Therefore, I am committed to employee assessment and development, adding strength to our employees and client confidence in the provision of our services. The importance of continual development of all of our personnel is critical to the XANDER RECRUITMENT GROUP LTD development.

XANDER RECRUITMENT GROUP LTD will achieve our training objectives by:

- Providing personnel with an initial understanding of the XANDER RECRUITMENT GROUP LTD application including process control and delivery expectations, initially via the induction process and ongoing support communications:
- Providing training to enable our workforce to maximise their effort for the delivery of first class services to our client and stakeholders:
- Improving the efficiency of our workforce through greater confidence in their abilities and expansion of their skill sets:
- Ensuring the training provided is sufficient to meet the requirements of the XANDER RECRUITMENT GROUP LTD Business, especially the application of the XANDER RECRUITMENT GROUP LTD Company Policies:
- Focusing on the reduction of occupational accidents and illnesses with the ultimate objective to achieve an accident-free workplace, increasing morale and confidence:
- Ensuring full understanding of legislation, industry Standards and involvement of personnel, to apply continual improvements to the XANDER RECRUITMENT GROUP LTD Business processes, HSQE compliance and focusing on the creation of a sense of achievement with a view of increasing morale and motivation:
- Confirming training is consistent with personnel duties, responsibilities and undertaken using competent trainers, licensed training organisations and/or client approved training suppliers:
- Providing guidance and direction for compliance to client competency standards and support organisation rules and directives:
- The inclusion of personnel training and development of the Senior Management Teams, for the performance objectives:
- Training requirements shall be included on the agenda for Management Meetings, Tender Review Meetings, and specialist contract requirements.

By achieving our training objectives, we aim to strive to maintain the highest possible standard of business excellence, ensuring the well-being of XANDER RECRUITMENT GROUP LTD personnel, stakeholders, and our client's stakeholders and focusing on the delivery of our client's aspirations.



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Alex Stockley – Managing Director – XANDER RECRUITMENT GROUP LTD

A handwritten signature in black ink, appearing to read 'A Stockley', is positioned below the name of the Managing Director.

Date: September 2026

Review Date: September 2027