TRAINING POLICY

KHG-POL-HSE-1004

Purpose: The purpose of this policy is to outline KHG's commitment to the ongoing development of its workforce by providing targeted training and development opportunities.

This ensures that employees are equipped with the skills and knowledge necessary to meet both individual and organisational goals.

Aim: The aim of this policy is to enhance the capabilities of KHG's workforce, recognising that a skilled and knowledgeable team is the company's greatest asset. KHG is dedicated to achieving its training objectives by:

- **Identifying Training Needs**: Assessing and identifying the training needs that align with both the company's strategic objectives and the individual development goals of employees.
- **Providing Opportunities:** Offering a range of training and development opportunities to employees to support their professional growth.
- **Encouraging Participation**: Motivating and supporting employees to actively engage in available training and development programs.
- **Developing Training Plans**: Creating and implementing project-specific training management plans when applicable, to ensure that the necessary skills and competencies for each project are met.
- **Allocating Resources**: Committing adequate resources to effectively implement training and development initiatives, ensuring their success and impact

Wui-Lee Tan
Executive General Manager

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