



Learning and Development Policy

Intent

The Assetlink Group (“Assetlink”) incorporating Assetlink Services Pty Limited and AssetFuture Pty Limited, Learning and Development Policy describes Assetlink’s commitment to making sure that all team members (regardless of background, ethnicity, or gender) are provided with the support necessary to a meaningful career with Assetlink.

Principles

Assetlink will provide a Learning and Development (L&D) framework that will support the business in the operation and development of services through continuous development of the skills, knowledge and behaviours of our team members:

RACI

Responsible	The responsibility for this policy sits with all team leaders and supervisors.
Accountable	The final authority for this policy lies with the Managing Director.
Consulted	When making changes to this policy a consultation should be carried out with those team members and teams impacted.
Informed	All changes to this policy should be communicated to all team members and relevant contractors.

It is the responsibility of the National Training Manager together with line managers and supervisors to implement, maintain and communicate this policy. Final authority lies with the Managing Director.

Operation and Incidence

Assetlink will:

- Continuously review L&D programs to ensure information is up to date, relevant and available in a timely manner
- Ensure delivery of L&D content is formatted to engage the target audiences
- Provide effective L&D to equip our team members with the knowledge and skills necessary to fulfil their roles and duties
- Encourage all of our team members to attend L&D programs in order to develop personal and professional development
- Provide learning opportunities for all team members
- Have efficient systems in place to ensure that all new team members are included in our L&D system
- Provide L&D to team members for new and relevant issues, which may arise in our community or industry as a result of evolution.

Assetlink’s commitment to training is based on providing our team members with the knowledge and skill they require to fulfil their roles and duties to the Assetlink standard.

Authorised by:

Handwritten signature of Oliver Schacht in black ink.

Oliver Schacht
General Manager Assetlink Services

Handwritten signature of Aurora Fonte in black ink.

Aurora Fonte
Managing Director