

## Training & Development Policy

Training and development are essential for deploying individuals with appropriate skills in suitable positions. Additionally, ongoing learning and development guarantee that we remain informed about contemporary work practices and operational necessities.

This policy acknowledges that a skilled, driven, and well trained workforce is vital for sustained organisational success. This policy paper aims to strengthen the dedication to employee development and delineate the framework for its ongoing implementation.

Lancetech Limited (hence 'Lancetech') is committed to training and developing all workers by offering access to pertinent opportunities, both internal and external, accompanied by necessary assistance and guidance in accordance with the company's aims, values, and culture.

The purpose of professional development and training is to equip workers with the knowledge, abilities, and self-assurance to do their jobs well.

In this setting, the fundamental duty of every level of management is to mobilise and concentrate the resources of workers for the advantage of the business, while also making sure that their teams share organisational knowledge to avoid service gaps caused by retirements, absences, or vacancies.

Consequently, each manager and supervisor has the obligation of providing active assistance to their team, in addition to the duty of pursuing self-development.

All measures shall be implemented to provide equitable access to training and promotional opportunities. Lancetech will strive to offer suitable training to equip workers for effective job performance and facilitate career advancement chances. All workers requiring training shall receive it, irrespective of gender, age, caregiving responsibilities, creed, ethnicity, religion, ethnic origin, sexual orientation, or handicap.

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October 2024