



training policy

Hapap Ltd recognises the important contribution which training makes to sustain efficiency for our clients. We also recognise that the prime responsibility for training rests with management and our full training policy refers to all employees and aims to:

- Provide induction training for new staff and for those transferred to new areas.
- Ensure appropriate training is available to enable individuals to reach and, through updating training, maintain satisfactory performance in their jobs.
- Provide the required training for those seeking promotion so that they are appropriately prepared for their new responsibilities.
- Ensure adequate training on Health and Safety for all employees.
- Continuously improve customer care.