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	<b>Training and Mentoring Policy</b>	Implementation Date	14.09.2022
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<b>TRAINING AND MENTORING POLICY</b>			

We are committed to ensure that all staff have access to learning, development and training opportunities which enable them to be suitably knowledgeable and skilled to carry out their roles & responsibilities within the Company, and to develop their talents in ways that are aligned with the Company's policies and objectives.

We will:

- Facilitate employee development through identification of learning and mentoring needs along with the development and implementation of specific skills and capacity building programs.
- Provide a working environment where there is continuous learning and development to help employees fulfil their roles, increase motivation, and enhance employee retention.
- Ensure training and mentoring opportunities for all employees irrespective of gender, age, disability, race, nationality, religion, and employment status.
- Actively encourage training and mentoring to enable the Company to meet its business goals and objectives.
- Ensure the availability of requisite and adequate resources to support the training and development of employees.
- Establish a mechanism to provide fair and transparent feedback on the training effectiveness to improve development solutions.
- Monitor and evaluate the learning effectiveness in employees who have undergone training and development.

IAL will implement this policy and will measure and report progress and performance on a periodic basis. This policy will be reviewed every 2 years.

Prepared by:	Position :- Manager of HR	Date: 14.09.2022	Signature: 
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