



Training & Competence Assurance Policy

Policy Statement

It is the policy of Sea-Tech Marine Construction Ltd (Sea-Tech) to continually develop the competency levels of our personnel in order to provide a level of service to our customers that meets or exceeds their expectations. In order to help our team, achieve our common goals, ongoing competency and developmental training is central to our success.

Individuals have an inherent need to grow and develop their skills which is why we have committed to training levels that go beyond basic requirements in order that our people can expand their knowledge, which will in turn make their decisions, contributions, and actions that much more effective. Knowledgeable and Competent Personnel are better positioned for advancement and are economic assets to the organisation. This ethos mirrors our aspiration to attract, include and develop national talent wherever our operations take us.

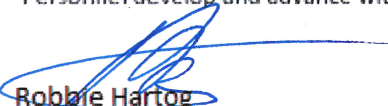
Our Learning and Development Systems consist of both Training and Competence Assurance Elements that are complementary. A Competence Management System (CMS) 'Athenia' has been created to ensure that all operational personnel are competent in their role. The Senior Management of Sea-Tech are fully committed to our Competence Management System (CMS) and Training Management Systems (TMS) programs.

Through our CMS program 'Athenia' Sea-Tech will verify the acquisition and retention of the required knowledge, skills, and abilities, to ensure that operational Personnel are prepared for, and can perform, their assigned tasks.

The goals of Sea-Tech' Training and Competence Assurance processes are to:

- Build and retain a competent operational workforce.
- Satisfy Regulatory, Industry and customer requirements.
- Deliver skills specific and value-added training that meets, Individual, Regulatory, Industry and Customer's needs.
- Verify knowledge, skills, and ability job requirements for operational team members.
- Verify and evaluate operational team member's knowledge, skills, and ability levels before job assignment.
- Confirm individual and team competencies.
- Track and validate Operational Personnel, Contract Personnel and New in post competency.
- Uncover needed training and skill gaps
- Formalise a clear plan for operational Personnel development and career advancement within the company.
- Utilise interactive reporting to improve our business operations in a short timeframe, and to identify and eliminate risks.
- Periodically modify the TMS & CMS to retain its timeliness and applicability.

At Sea-Tech, we will attain the desired outputs of this policy by providing an environment to help our Personnel develop and advance within the company with the complete support of the leadership team.


Robbie Hartog
Chief Executive Officer
12 November 2022

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