

# Bisley

## Training & Development Policy

### About Bisley

Bisley conducts its business from its manufacturing site at Newport in South Wales, Bagshot in Surrey, Clifton Street in London and the main showroom located in Dallington Street, London. Bisley is a UK manufacturer of a wide range of steel storage products predominantly for the business workplace, with ranges designed for those working from home for both the UK and international markets. Bisley also manufactures industrial storage products designed for use in heavy engineering environments for both commercial and private sectors.

### Our Philosophy

The Bisley philosophy is to continuously re-invest in major capital projects with the objective of providing manufacturing excellence. In the past 20 years, Bisley has invested over £80m. The production and distribution facilities, totalling 52,000m<sup>2</sup>, deliver a combined output of 15,000 finished steel storage cabinets per week.

Bisley employs the most advanced manufacturing processes from in-house tool-making and computer aided design (CAD) through to precision folding, robotic welding, CNC drilling, and laser cutting and automated plants for powder paint application. This philosophy has enabled the Bisley Group to become Europe's largest manufacturer of steel and wood based storage products for the office and industrial environments.

### Our Vision

To understand our customer needs and to ensure the continued success of the company through reinvestment in order to create a centre of Lean manufacturing excellence, together with long-term secure employment for all our employees.

### Scope of Training and Development Policy

The identification of future personnel needs form an integral part of the Company's planning procedures and a Training and Development Programme, together with a recruitment programme, will form a key part of the strategic plan. Training is undertaken both within and outside the Company; the costs of which form part of the annual budget.

The Company encourages outside interest in working for the Company by organising factory visits for schools, colleges and community groups, with close liaison with local educational institutions and participation in local community projects.

The Company also encourages local recruitment of students and apprentices with possible engineering project sponsorship, including 'The Year in Industry' system, graduate sponsorship and post-graduate sponsorship.

Bisley will provide financial support and allow time for training and development courses. Bisley also supports a policy of internal recruitment and development for all levels of the Company's activities. The Company ensures that all training providers are approved to the required standards for the achievement of Bisley needs.

Bisley reviews, at Board level, all Training and Development needs on a regular basis and continually monitors the achievement of the Company's Objectives through the Training and Development Policy.



Signed: .....

**JOHN ATKIN**  
Chief Executive

Date: December 2019