

Professional Development Policy

Tomato Plant Ltd is committed to promoting the professional growth and development of its employees. This Professional Development Policy outlines the principles, procedures and resources available to support employees in their pursuit of continuous learning, skill enhancement and career opportunities within the organization.

The Company recognises that its staff are fundamental to its success and as such Tomato Plant Ltd are also committed to the Professional Development of its drivers and all other staff involved in the fleet operation, through progressive FORS Professional Development. Tomato Plant Ltd ensure that all staff have the knowledge, skills and attitude to conduct their duties legally, safely and professionally.

The Company will be responsibility for:

- The provision of a full and complete induction for all staff
- The provision the training required to enable staff to conduct their duties legally, safely and professionally
- The recording of all training completed and planned
- The maintenance of copies of all training certificates
- To conduct annual performance reviews
- To identify and address training requirements through the professional development plans
- To document all inductions, performance and probationary reviews
- Specifically, for FORS commitment to also: -
 - Complete FORS professional development for HGV drivers
 - Complete FORS professional development for LCV drivers
 - Complete FORS professional development for Managers

The Employees will be responsibility for:

- Completing all training as directed
- Making themselves familiar with the company's policies, procedures, and risk assessments
- Signing all policies, procedures and risk assessments as directed
- Completing FORS eLearning as directed

As Managing Director of Tomato Plant Limited, I sign below to endorse and approve this policy:



Chris Ford,
Managing Director, 8th January 2026