

Hull Storage & Interiors Ltd is a small family business. We do not have a large workforce or a training department, but we make sure that everyone who works for us knows how to do their job safely and well.

Document	Version	Issued	Next review
HSIL-POL-015	2.2	01/10/2026	01/10/2027
Policy owner	Approved by	Applies to	Status
James Smith	James Smith	All who work for us	Current

1. Our approach

We aim to:

- show anyone who joins us how we work, and what our policies and safety arrangements are
- give each person the practical training their job needs, most of it on the job
- keep our product knowledge current, with help from our suppliers
- talk openly about how work is going, and what help or training someone would like
- consider requests for further training fairly, on the needs of the job and the business
- treat everyone equally when it comes to training

2. What training covers

Area	What it includes
Starting with us	The business, the job, and what to do in an emergency.
Working safely	Manual handling and any other safety training the job calls for.
Products	What we sell, how it is used and where to find the manufacturer's information.
Customers and systems	How we quote, take orders and deal with customers.
Our policies	What they say, and what to do if something seems wrong.

3. Subcontractors

Most of our installation work is done by subcontractors, who are responsible for training their own people. We ask about their experience and training before they work for us.

4. Responsibilities and review

The directors are responsible for this policy and review it every year. Everyone who works for us is expected to take part in the training they are offered, and to say when they need help.

Sign-off

Signed



Date

01/10/2026

Name

James Smith

Position

Director