

**TRANSVAAL HEAVY TRANSPORT (PTY) LTD**

Cnr Arnold &amp; Garfield Street Alrode, Alberton

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Reg. No. 2001/011263/07 Vat No: 4340125295


## SKILLS TRANSFER TRAINING PROCEDURE

Any employee that is transferred or promoted from one position or job to any other position or job within the company will undergo transfer skill training prior to commencing with the tasks required.

The level of training and skill transfer required will be dependent on the complexity and risks involved with the new task.

Training of drivers reassigned to new or different vehicles for those that they are conversant with will be carried out by the vehicle supplier, if at all possible but at least internally by an experience driver on that vehicle or equipment.

A record of such training will be maintained.

  
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**S.J.SWANEPOEL****MANAGING DIRECTOR**

\_\_\_\_ **13 August 2020** \_\_\_\_  
**DATE**

**THT-EPRO-104.1**  
*Skills Transfer Training Procedure*  
- Revision 01  
- August 2020

