



# TRAINING POLICY

Scientific Drilling is committed to our people. The development of our employees' skills and knowledge is fundamental to our future success. As such, employees at every level of the organization have responsibilities that, when fulfilled, collectively contribute to our culture of delivering world class products and service quality.

## RESPONSIBILITIES

- + **Executive Management** provides employees with leadership, support, commitment, resourcing, and clear guidance. This responsibility incorporates systematic, risk-based processes and procedures that establish expectations and continually improve employee development.
- + **First-Line Managers and Supervisors** communicate and enforce training policies, processes, and procedures. This supervisory group also train employees on the essential practices needed to ensure exceptional products, service delivery, and customer satisfaction. First-Line Managers and Supervisors are accountable for performance of the training system within their areas of responsibility.
- + **Employees** actively participate in and comply with all training policies and take advantage of provided development opportunities.

## COMMITMENTS

- + Meet or Exceed Employee Requirements and Needs
- + Continual Improvement
- + Relevant & Meaningful Online Employee Development Opportunities
- + Relevant & Meaningful Instructor-Led Employee Development Opportunities
- + Performance Measurement
- + Service Delivery
- + Visible Reporting

This Training Policy shall be regularly monitored and reviewed to ensure ongoing effectiveness and suitability.



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Global QHSE Manager



**Wes Shedd**  
Chief Executive Officer