

**EMPLOYEE
& HUMAN
RESOURCE
POLICY**





Employee & Human Resource Policy			
Last Reviewed	March 2023	Next Review	June 2026
Responsible Officer	Chief Executive		

Policy Statement: Freebridge is committed to promoting a fair and consistent approach to managing and developing its people to be “the best that they can be”. Freebridge shall provide all staff and their managers with guidance and practical advice on a wide range of employee matters, as well as opportunities and support to enable them to fully participate and contribute to Freebridge’s culture built upon our strong values and commitment to continuous improvement.

We shall ensure that our workforce policies and practices support the success of the organisation, reflect Freebridge’s values of Working Together, Empowerment, Integrity, Customer Focus and Enthusiasm, and reflect our commitments to Equality, Diversity and Inclusion, as set out in the Belonging Policy.

Policy Detail:

We shall:

- Ensure that arrangements for staff are flexible, empowering, and promote continuous improvement to deliver:
 - High levels of satisfaction;
 - Management support, development, as well as advice and guidance;
 - Capacity building to promote and deliver a solution-focused attitude; and
 - High levels of customer service within a culture of continuous improvement.
- Provide relevant guidance and direction in respect of employee and Human Resource matters by means of an Employee and Manager’s Handbook.

(Subject to review, please refer to the Human Resources Business Partner).