



SCHWEIZER AGRICULTURE LIMITED

TRAINING, GOOD GOVERNANCE AND LEADERSHIP DEVELOPMENT POLICY

ESG POLICY & GOVERNANCE FRAMEWORK

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DOCUMENT CONTROL, DISCLAIMER & PROHIBITION

Document	Training, Good Governance and Leadership Development Policy
Company	Schweizer Agriculture Limited
Registration No.	320190001653
Website	www.schweizeragriculture.co.zm

Purpose. To establish a structured approach to worker, management, partner and community training that strengthens competence, ethical leadership, good governance, safety, ESG awareness and effective programme delivery.

Disclaimer. This policy is a corporate governance and operational framework. It does not replace applicable Zambian law, regulatory permits, employment contracts, collective agreements, technical standards, professional advice or project-specific environmental and social management plans. Where a legal or contractual requirement is stricter, the stricter requirement applies.

Prohibition on Misrepresentation or Unauthorised Alteration. No person may knowingly misrepresent compliance with this policy, falsify implementation records, alter an approved version for external reliance, or use this policy to conceal non-compliance. External publication or material amendment requires appropriate corporate approval.

Date Integrity. December 2023 is presented as the policy framework reference date. The consolidated edition is prepared for current adoption and publication in 2026. If Board records confirm formal approval in December 2023, the status line may be updated to reflect that historical approval.

TABLE OF CONTENTS

No.	Section
1	Purpose and Policy Statement
2	Scope
3	Core Commitments
4	Governance and Responsibilities
5	Implementation Requirements
6	Monitoring, Records and Reporting
7	Training and Communication
8	Grievance, Reporting and Non-Retaliation
9	Supplier and Partner Expectations
10	Review and Continuous Improvement

1. PURPOSE AND POLICY STATEMENT

To establish a structured approach to worker, management, partner and community training that strengthens competence, ethical leadership, good governance, safety, ESG awareness and effective programme delivery.

Schweizer Agriculture Limited (SAL) is committed to conducting its activities with integrity, accountability, respect for people, responsible stewardship of natural resources and continuous improvement. This policy forms part of SAL's broader ESG and good-governance framework.

2. SCOPE

Applies to employee induction, management development, technical training, community capacity building and relevant contractor/supplier awareness.

3. CORE COMMITMENTS

- Provide role-appropriate induction and refresher training.
- Prioritise good governance, integrity, anti-bribery, conflicts of interest, whistleblowing, respectful workplace conduct and responsible leadership.
- Integrate health and safety, environmental, water stewardship and community safeguards into technical training.
- Use practical workshops, toolbox talks, seminars, mentoring, field demonstrations and documented learning materials.
- Assess whether critical training has been understood and applied, not merely attended.
- Promote knowledge transfer to cooperatives, youth, women and rural enterprises through SAL and partner capacity-building platforms.

4. GOVERNANCE AND RESPONSIBILITIES

- Board/Executive: leadership expectations and resources.
- Human Resources/Capacity Building: annual training plan and records.
- Managers: identify competence gaps and reinforce learning on the job.
- Employees/Contractors: participate in required training and apply the standards learned.

5. IMPLEMENTATION REQUIREMENTS

- Maintain an annual training needs assessment for material roles.
- Classify training as mandatory, role-specific or developmental.
- Provide induction before workers undertake higher-risk tasks.
- Use competent trainers or technical experts where specialist knowledge is required.
- Include governance and leadership modules for supervisors and managers.

6. MONITORING, RECORDS AND REPORTING

- Maintain attendance, topic, trainer and competency records where appropriate.
- Monitor completion of mandatory training and overdue refreshers.
- Use incidents, audit findings, grievances and performance reviews to identify future training needs.

7. TRAINING AND COMMUNICATION

- Core worker modules: code of conduct, health and safety, respectful workplace, reporting concerns and environmental responsibilities.

- Management modules: leadership, accountability, conflict management, anti-bribery, risk assessment, decision documentation and stakeholder engagement.
- Technical modules: irrigation, water efficiency, machinery, chemicals, emergency response, data protection and project-specific safeguards.

8. GRIEVANCE, REPORTING AND NON-RETALIATION

Concerns may be raised through line management, the Ethics/Compliance function, the whistleblowing email, hotline/SMS, confidential reporting box, or direct escalation to senior management, the Audit Committee or Board. Good-faith reporters shall be protected from retaliation. Existing whistleblowing procedures apply to investigations and confidentiality.

9. SUPPLIER AND PARTNER EXPECTATIONS

- Suppliers, contractors, agents and implementation partners are expected to meet applicable legal requirements and the relevant standards of this policy.
- SAL may require due diligence, contractual commitments, corrective action plans, evidence of licences or records, and reasonable monitoring for material ESG risks.
- Serious or repeated non-compliance may lead to suspension, remediation requirements or termination subject to contract and law.

10. REVIEW AND CONTINUOUS IMPROVEMENT

This policy should be reviewed at least annually, or earlier where material legal, regulatory, operational or stakeholder changes occur. Findings from incidents, grievances, audits, monitoring and project reviews shall inform corrective action and continuous improvement.