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ALLIED MARITIME SOLUTIONS LTD Recruitment Policy

If a new personnel is required for any ALLIED MARITIME SOLUTIONS LTD, or an Ancillary Worker at a site where personnel are employed or are to be employed, the following recruitment procedure will be followed:

- 1. The relevant Job Description and Person Specification will be used to ensure the correct characteristics are sought and met.
- 2. Candidates will be screened to ensure they meet UK employment legislative criteria.
- 3. ALLIED MARITIME SOLUTIONS LTD Equal Opportunities Policy will be followed during the recruitment process.
- 4. Vet the chosen candidate and ensure that they meet the criteria.
- 5. Relevant training will be given to the new personnel if they do not already hold the relevant licences.
- 6. Employment will not commence before correct vetting and training (if applicable) procedures have been completed, or before the employment contract has been signed, except as allowed under BS7858.