## Talent Management Policy

**Preamble**

The purpose of the Talent Management Policy is to ensure the achievement of company objectives on sustainable basis through a process of identifying, attracting, developing and retaining high potential talent across the whole organization.

In the interest of keeping employees’ skills up to date and motivating them, it is responsibility of MANCOM members if they can identify, highlight and rotate the high potential employees from one department to other departments without hurting company’s operations.

MCBAH also seeks to position itself as an organization of choice for employees and is committed to attract and retain top caliber staff, meet the equity objectives, provide opportunities to achieve career goals and to develop the full potential of all employees.

**Scope**

The policy applies for the development of knowledge, skills and attitudes to enhance the performance of employees and their functions to prepare them for the emerging roles to which they will need to adapt in future.

**Purpose**

The purpose of the Talent Management Policy is to ensure the achievement of company objectives through a process of identifying, attracting, developing and retaining talent across the whole organization. Therefore, the objectives of the talent management policy are to:

* Ensure that The MCBAH attracts, retains, develops and deploys high performing and committed talent which will enable it to achieve its strategic objectives.
* With the mutual consent between departmental heads before moving high potential employees, success indicators, standards and expectations leading to improved organizational quality, efficiency and effectiveness.
* Promote job satisfaction in a motivating and enabling environment by providing meaningful and challenging assignments to all our employees across different functions, roles and responsibilities.
* Provide a fair, equitable and transparent way to recognize and reward our talented employees.
* Encourage and enable our employees to acquire competencies that allow them to perform their current duties with maximum effectiveness and efficiency, while preparing them for future growth (both personal and organization), to become agile in their competencies.

**High Potential Employees Talent Identification**

1. Performance (present and past)
2. Potential (future)
3. Level of Work (competency)

**Performance**

The Management Committee members will be the primary focal point to assess individual performance for the purposes of talent identification.

**Potential**

Identification of talent is the concept of potential, potential should be seen as the existence of the ability to handle future assignments or the ability to operate at the next level and/or sustaining peak performance at the current level. Talent will be identified based on a combination of characteristics that do not change much (e.g. learning agility) and those that develop across time as the person learns to deal with new situations (e.g. business expertise). Therefore, Learning Agility and Job Competencies (for the levels above current role) are the fundamental considerations for reliable and valid talent identification.

**Level of Work**

Each level of work includes level-specific competencies that match to each requisite level of work – which are necessary for success.

Our talent identification process determines the type of talent and competencies required relative to challenges posed by our strategic objectives. The purpose of this step is to determine the talent bench strength of the organization and propose plans to ensure that we retain our talent competiveness.

**Eligibility**

All permanent employees are eligible to avail this opportunity to polish their strengths further and develop their weak areas.

**Responsibilities**

The Human Resource Manager shall be responsible for reviewing this policy on an annual basis to ensure that it meets and reflects best practice.