CONTRACT SECURITY UK

Policy Document	Version No: 03
Controlling Authority: Managing Director	Issue Date: March 2026
Policy Title: Quality Policy	Author: H. Morris

Contract Security UK Ltd implements a systematic approach to Quality Management which provides the framework to understand our customer's needs; and deliver products and services that satisfy those needs within the laws and regulations of the United Kingdom in which we operate,

Senior Management are committed to:

- Satisfying applicable requirements by ensuring that customer and applicable statutory and regulatory requirements are determined, understood, and consistently met.
- Continual improvement of the Quality Management System (QMS) by ensuring the risks and opportunities that can affect conformity of products and services and the ability to enhance customer satisfaction are determined and addressed and the focus on enhancing customer satisfaction is maintained.

As the Managing Director, I will:

- Take accountability for the effectiveness of the QMS.
- Ensure the quality policy and quality objectives are established for the QMS and are compatible with the context and strategic direction of the Company.
- Ensure that the Quality objectives are maintained as part of the QMS internal auditing, monitoring and management review processes, in order to enhance customer satisfaction.
- Promote the use of a process approach and risk-based thinking.
- Ensure that the resources needed for the QMS are available, including training, support and encouragement.
- Communicate the importance of effective quality management and of conforming to the QMS requirements.
- Engage, direct and support persons to contribute to the effectiveness of the QMS.
- Promote improvement and ensure that the QMS achieves its intended results.
- Support other relevant management roles to demonstrate their leadership as it applies to their areas of responsibility.
- Establish partnerships with suppliers and interested parties to provide an improved service.

This policy outlines my commitment to continually improve the effectiveness of the QMS, ensuring continual compliance with BS EN ISO 9001, BS 10800, ISO 10002, BS 7499, BS 7958, BS 7858, and all legal requirements.

This policy will be communicated to all employees and organisations working for or on our behalf. Employees and other organisations are expected to co-operate and assist in the implementation of this policy, whilst ensuring that their own work, so far as is reasonably practicable, is carried out without risk to themselves, others, or the environment and without defect.

This policy is regularly reviewed in order to ensure that it continues to be appropriate and to the achievement of our objectives. This policy is also available to relevant interested parties, upon reasonable request.

Signed: Managing Director Date: 14th March 2026

CONTRACT SECURITY UK

Policy Document	Version No: 03
Controlling Authority: Managing Director	Issue Date: March 2026
Policy Title: H & S General Statement of Intent	Author: H. Morris

Contract Security (UK) Ltd (Contract Security) believes that Health & Safety is a vital component of the business, and a good Health & Safety record goes hand in hand with high productivity and quality standards.

Employees are the most important asset to Contract Security and therefore their health, safety and welfare is a priority at all times.

Contract Security believes that prevention is not only better but cheaper than the cure. Profits and safety are not in competition and good Health & Safety is good business.

We are committed to complying with all relevant Health & Safety legislation and where practicable we will strive to go beyond the requirements of legislation.

We are committed to the ongoing monitoring and process review, so that continual improvement in the management of Health & Safety can be achieved.

Contract Security's general intentions are:

1. To provide adequate control of the health & safety risks to employees and others arising from our work activities.
2. To consult with our employees on matters affecting their health & safety.
3. To provide and maintain equipment in a safe state.
4. To ensure safe handling and use of substances.
5. To prevent accidents and cases of work-related ill-health.
6. To provide any necessary information, training, and supervision to ensure the health and safety at work of employees.
7. To maintain safe and healthy working conditions.
8. To Ensure that our business promotes the health and wellbeing of all staff members, recognising the impact work can have on employees' stress levels, mental and physical health.
9. To ensure the availability of expert health & safety advice.
10. To review and revise this policy at regular intervals.
11. To provide the necessary resources to secure the above objectives.
12. A copy of this statement to be issued to all employees and will be promulgated within all premises in which Contract Security staff are based (within Assignment Instructions).

Signed: Managing Director Date: 14th March 2026

CONTRACT SECURITY UK

Policy Document	Version No: 03
Controlling Authority: Managing Director	Issue Date: March 2026
Policy Title: Environmental Policy Statement	Author: H. Morris

Contract Security UK Ltd (Contract Security) recognises that its business activities interact with the environment in a variety of ways. These activities have an impact in the key areas of:

- Raw material use.
- Energy use.
- Generation of waste materials.
- Employee Training and Support.

The company recognises that it has a responsibility to help protect the environment wherever it has an opportunity to do so, be a responsible neighbour and to provide a comfortable environment for its employees to work in.

As such, the company is committed to:

- Continual improvement in the environmental impact of its business activities.
- Improving the environmental benefits provided by its products/services.
- Preventing pollution within the Office Head Quarters and operational site locations.
- Complying with all relevant legal, customer, and other third-party requirements.
- Adopting best practices applicable to its activities wherever it is practicable.

The company will achieve these commitments through the following means:

- The implementation and maintenance of an Environmental Management System.
- Employing processes that identify the aspects of the Company's business that have an environmental impact and quantifying the significance of each aspect.
- Setting objectives for reducing our environmental impact and maintaining an environmental performance improvement programme to enable them to be achieved.
- Ensuring that our employees, suppliers, and customers are aware of any support required by them to support the Company's commitments and environmental objectives.
- Training our employees in good environmental protection practices and encouraging employee involvement in environmental improvement initiatives.
- Continually monitoring the environmental impact of our business activities.
- Undertake an environmental impact audit on any new contracts before work is commenced to ensure that the service is delivered in accordance with our Environmental & Sustainability Policy.
- Ensure that all Staff, Operatives and Contractors are aware of their responsibilities as defined in our policy and a system is established to carry out random inspections of sites to secure compliance.
- Ensure Staff, Operatives and Contractors route their day with the aim of saving fuel by using the shortest possible practical routes considering traffic flows and areas of heavy congestion.
- Ensure that all purchases are examined with a view to identifying recycled options.

This policy is regularly reviewed to ensure that it continues to be appropriate and to the achievement of our objectives. This policy is also publicly available to relevant interested parties, upon reasonable request.

Signed: Managing Director Date: 14th March 2026

CONTRACT SECURITY UK

Policy Document	Version No: 03
Controlling Authority: Managing Director	Issue Date: March 2026
Policy Title: Modern Slavery Policy	Author: H. Morris

1. Introduction

The Modern Slavery Act came into force in the UK in October 2015.
There are an estimated 30 million people enslaved today, 68% are subject to forced labour.

The International Labour Organisation (ILO) estimates that the profit generated by forced labour is USD150 Billion annually.

The act consolidates slavery and trafficking offences and introduces tougher penalties and sentencing rules.

The changes ensure that the National Crime Agency, the Police, and other Law Enforcement agencies have the power to pursue, disrupt and bring to justice those engaged in human trafficking and slavery, servitude and forced or compulsory labour. It also introduces measures to enhance the protection of victims of slavery and trafficking.

Contract Security UK Ltd has a zero tolerance to slavery and human trafficking and is committed to legal compliance with the Modern Slavery Act, it's ethical standards and fundamental Human Rights.

The rules set out in this Policy apply not only to the Company's direct employees but also to the Company Suppliers, Sub-Contractors, and other Business Partners.

2. Rules of Engagement

- Contract Security UK Ltd prohibits any indirect benefiting from or contributing to Modern Slavery.
- Contract Security UK Ltd will not knowingly benefit in any way from forced or involuntary labour, whether in the form of prison labour, indentured labour, bonded labour or otherwise. All work must be voluntary, and workers have the freedom to terminate their employment, having completed an agreed notice period, without penalty.
- Contract Security UK Ltd will not knowingly work with any Supplier, Subcontractor or Service Provider who charges workers recruitment fees. Workers should not be charged any fees or costs for recruitment, directly or indirectly.
- Contract Security UK Ltd will not knowingly work with Suppliers, Subcontractors or Service Providers who retain worker's identity documentation or other valuable items, including work permits or travel documents (passports).
- Contract Security UK Ltd will not knowingly work with Suppliers, Subcontractors or Service Providers who require workers to lodge deposits or bonds.
- Contract Security UK Ltd will not knowingly work with suppliers who do not provide written contracts of employment detailing the employee rights and responsibilities, working hours, salary, and other relevant employment conditions.
- Contract Security UK Ltd will not knowingly work with Suppliers, Subcontractors or Service Providers who carry out "Contract Substitution" (where the contract with the employee does not match the contract the worker signed with the agent in the home county or country.

- Any Supplier, Subcontractor or Service Provider to Contract Security UK Ltd must include provision of grievance mechanisms within their Organisations in order that workers have a confidential and safe process for raising any concerns.
- Contract Security UK Ltd does not condone the use of any harsh or inhumane treatment. Disciplinary policies and procedures must be clearly defined and communicated to all workers and shall not include any corporal punishment, physical coercion, or verbal abuse.
- Contract Security UK Ltd actively promotes equality in the workplace, irrespective of nationality or legal status. All Suppliers, Subcontractors or Services Providers to Contract Security UK Ltd must ensure that workers are paid at least the minimum wage required by applicable laws and workers shall not be forced to work in excess of the number of hours permitted by national law. All overtime must be voluntary unless contractually agreed and recompensed.
- Any supplier, Subcontractor or Service Provider to Contract Security UK Ltd should ensure workers have freedom of movement. Workers should not be physically confined to premises. Mandatory residence in employer operated facilities shall not be made a condition of employment.

All Suppliers, Sub-Contractors and Service Providers are required to adopt the labour policies within their own Code of Conduct as outlined above and be able to demonstrate that concrete steps have been undertaken to implement these labour policies.

Contract Security UK Ltd reserves the right to request compliance-related information and to carry out audits at any time having given reasonable notice.

Following an audit, any instances of non-compliance with the labour policies will be communicated via an audit report and corrective measures will be highlighted.

Failure to comply with the corrective actions within a reasonable timeframe will result in the cancellation of orders and termination of contracts.

Signed: Managing Director Date: 14th March 2026

CONTRACT SECURITY UK LTD

Privacy Notice

General Users, Contractors & Clients

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INTRODUCTION

Contract Security UK Ltd (ICO registration Z9477526) takes your privacy very seriously. This Privacy Notice is intended to set out your rights and answer any queries you may have about your personal data. If you need more information, please contact phil.cole@contractsecurityuk.co.uk

If you have entered into a contract with us the controller of your data will be the Contract Security UK Ltd.

Our personal information handling policy and procedures have been developed in line with the requirements of the Data Protection Act and UK General Data Protection Regulation.

INFORMATION COLLECTION

We collect and process personal data about you when you interact with us and our services and when you purchase services from us. The personal data we process includes:

- Your name.
- Your username and password.
- Your work address, email address and/or phone number.
- Your job title.
- Your payment and delivery details, including billing and site addresses and credit card details, where you make purchases from us.
- Information related to the browser or device you use to access our website.
- Internet browser and operating system.
- Recordings of calls you make to our Control Room.
- Any other information you provide.

INFORMATION USE & LEGAL BASIS

We process the personal data listed in paragraph 1 above for the following purposes:

- As required to establish and fulfil a contract with you (You enter into an agreement to provide or receive services. This may include verifying your identity, taking payments, communicating with you, providing customer services, and arranging the provision of services. We require this information to enter into a contract with you and are unable to do so without it.
- To comply with applicable law and regulation.
- In accordance with our legitimate interests in protecting Contract Security UK Ltd's legitimate business interests and legal rights, including but not limited to use in connection with legal claims, compliance, regulatory and investigative purposes (including disclosure of such information in connection with legal process or litigation).
- With your express consent to respond to any comments or complaints we may receive from you, and/or in accordance with our legitimate interests including to investigate any complaints received from you or from others, about our services.
- We may use information you provide to personalise (i) our communications to you; (ii) our website; and (iii) products or services for you, in accordance with our legitimate interests.

- To monitor use of our websites and online services. We may use your information to help us check, improve, and protect our products, content, services, and websites, both online and offline, in accordance with our legitimate interests.
- If you provide a credit or debit card, we may also use third parties to check the validity of the sort code, account number and card number you submit to prevent fraud, in accordance with our legitimate interests and those of third parties.
- We may monitor any customer account to prevent, investigate and/or report fraud, terrorism, misrepresentation, security incidents or crime, in accordance with applicable law and our legitimate interests.
- In circumstances where you contact us by telephone, calls may be recorded for quality, training, and security purposes, in accordance with our legitimate interests; and
- We may use your information to invite you to take part in our customer satisfaction surveys.

We may also send you direct marketing in relation to relevant services. Electronic direct marketing will only be sent where you have given your consent to receive it, or (where this is allowed) you have been given an opportunity to opt-out. You will continue to be able to opt-out of electronic direct marketing at any time by following the instructions in the relevant communication.

PERSONAL DATA SHARING

We may share your personal data with the third parties detailed below:

- Our professional advisors such as our auditors and external legal and financial advisors.
- Our suppliers, business partners and sub-contractors; and/or
- Search engine and web analytics.

Personal data may be shared with government authorities and/or law enforcement officials if required for the purposes above, if mandated by law or if needed for the legal protection of our legitimate interests in compliance with applicable laws. Personal data may also be shared with third party service providers who will process it on behalf of Contract Security UK Ltd for the purposes above. Such third parties include, but are not limited to, providers of website hosting, maintenance, and due diligence activities.

If our business or any part of it is sold or integrated with another business, your details will be disclosed to our advisers and those of any prospective purchaser and will be passed to the new owners of the business.

PERSONAL DATA - RETENTION

We will not keep your personal information for any purpose for longer than is necessary and will only retain the personal information that is necessary in relation to the purpose. We are also required to retain certain information as required by law or for as long as is reasonably necessary to meet regulatory requirements, resolve disputes, prevent fraud, and abuse, or enforce our terms and conditions.

Where you are a customer, we will keep your information for the length of any contractual relationship you have with us and after that for a period of 12 months in accordance with British Standards BS 10800, BS 7499, BS 7984-1 & BS 7984-3.

Where you are a prospective customer and you have expressly consented to us contacting you, we will only retain your data (a) until you unsubscribe from our communications; or, if you have not unsubscribed, (b) while you interact with us and our content; or (c) for 12 months from when you last interacted with us or our content.

In the case of any contact, you may have with Contract Security UK Ltd, we will retain those details for as long as is necessary to resolve your query and for two weeks after the query is closed.

We will retain your data for a short time beyond the specified retention period, to allow for information to be reviewed and any deletion to take place. In some instances, laws may require Contract Security UK Ltd to hold certain information for specific periods other than those listed above.

PERSONAL DATA STORAGE

We are committed to ensuring that your information is secure. To prevent unauthorised access or disclosure, we have put in place suitable physical, electronic, and managerial procedures to safeguard and secure the information we collect. The personal data that we collect from you is not transferred or stored outside the European Economic Area ("EEA").

PERSONAL DATA RIGHTS

You have the right to ask us not to process your personal data for marketing purposes. You can exercise your right to prevent such processing by checking certain boxes on the forms we use to collect your data, clicking the unsubscribe button on any communication we have sent to you or by contacting us.

Where you have consented to us using your personal data, you can withdraw that consent at any time. If the information we hold about you is inaccurate or incomplete, you can notify us and ask us to correct or supplement it. You also have the right, with some exceptions and qualifications, to ask us to provide a copy of any personal data we hold about you.

Where you have provided your data to us and it is processed by automated means, you may be able to request that we provide it to you in a structured, machine-readable format.

If you have a complaint about how we have handled your personal data, you may be able to ask us to restrict how we use your personal data while your complaint is resolved. In some circumstances you can ask us to erase your personal data (a) by withdrawing your consent for us to use it; (b) if it is no longer necessary for us to use your personal data; (c) if you object to the use of your personal data and we don't have a good reason to continue to use it; or (d) if we haven't handled your personal data in accordance with our obligations.

DATA HANDLING - MORE INFORMATION

Should you have any queries regarding this Privacy Notice, about Contract Security UK Ltd processing your personal data or wish to exercise your rights you can contact Contract Security UK Ltd using this email address: phil.cole@contractsecurityuk.co.uk. If you are not happy with our response, you can contact the Information Commissioner's Office: https://ico.org.uk/

Signed: Managing Director Date: 14th March 2026