



## **Equal Opportunities Policy**

At Patrolsec Ltd, we are unwavering in our commitment to promoting diversity and equality in all employment practices and activities. We aim to create an inclusive culture, free from discrimination, and built on the values of fairness, dignity, and respect. Our commitment extends to providing equal opportunities for all, regardless of race, national or ethnic origin, disability, age, gender, sexual orientation, transgender identity, or religion/belief.

### **Key Principles:**

We acknowledge that discrimination still exists in society, and we strive to eradicate it for the benefit of all.

We believe in the equal rights and opportunities for all individuals, recognizing their human dignity and their right to education, work, services, and participation in society.

We are committed to promoting equal opportunities within our organization and affiliated entities, enforcing policies that uphold principles of fairness and equality in the workplace.

**Objective:** Our objective is to ensure that no person experiences less favourable treatment, discrimination, or a lack of opportunities based on various factors such as gender, race, nationality, ethnic origin, religion, and more. This policy applies to all aspects of our activities, including security services, key holding, alarm response, and all functions determined by Patrolsec Ltd management.

### **Implementation and Responsibilities:**

The Operations Manager is responsible for effective policy implementation.

Every manager has responsibilities, and all employees are expected to uphold this policy and contribute to creating an equitable environment.

We will communicate this policy to employees, job applicants, volunteers, and relevant individuals.

Job descriptions and work objectives will incorporate duties related to implementing the equal opportunities policy.

Employees involved in assessing candidates for recruitment or promotion will receive training in non-discriminatory selection techniques.

Equal opportunity notices will be integrated into our communications practices.

Resources will be allocated to fulfil policy objectives.



**Conduct and Behaviour:** All staff and volunteers must conduct themselves professionally and considerately at all times. Behaviours such as threats, violence, shouting, rudeness, and any form of harassment will not be tolerated. Such behaviours are considered disciplinary offenses that may lead to disciplinary action.

**Complaints:** We take all complaints of unlawful discrimination seriously and will investigate them in accordance with our grievance, complaints, or disciplinary procedures.

**Legal Obligations:** We adhere to the Equality Act 2010, which covers protected characteristics, and we go beyond the legal minimum in promoting equality.

**Recruitment and Selection:**

Selection and recruitment decisions will be made without discrimination.  
Promotion and advancement will be based on merit.  
Job descriptions will be revised to align with our equal opportunities policy.  
Job requirements will be accurately reflected in personnel specifications.  
Recruitment will be advertised in a consistent, non-discriminatory manner.  
All applicants will receive fair treatment and be considered based on their ability.

**Monitoring:** We will maintain and review employment records to monitor policy progress and make adjustments if necessary to enhance equality of opportunities.

**Policy Review:** This policy will be regularly reviewed to ensure compliance with legislation and organizational principles.

The Managing Director shall review this policy annually or following significant changes.

*M. Naeem*

Patrolsec Ltd.

Review date: 12/10/23