



CE MARKING COMPLIANCE POLICY

1. Purpose:

This CE Marking Compliance Policy outlines CAPITAL SHIELD SECURITY LTD's commitment to adhering to the Construction Products Regulations (CPR) as applicable to the security industry. The purpose of this policy is to ensure that all products used or produced by our company meet the required standards for CE Marking, demonstrating our commitment to quality and regulatory compliance.

2. Scope:

This policy applies to all employees, contractors, and suppliers involved in the production, procurement, or use of products within CAPITAL SHIELD SECURITY LTD. It encompasses both internally produced goods and those sourced externally.

3. Responsibility:

The management team is responsible for overseeing and ensuring compliance with CE Marking requirements. Each employee involved in the production or procurement of goods must adhere to the procedures outlined in this policy.

4. CE Marking Verification Process:

- a. Product Assessment: Before procuring or producing any products, a thorough assessment will be conducted to determine if CE Marking is required for the specific product category.
- b. Supplier Evaluation: Suppliers, both within and outside the EU, will be evaluated based on their ability to provide products with appropriate CE Marking. This evaluation includes a review of their compliance documentation, certification, and quality assurance processes.
- c. Documentation Verification: All necessary documentation, including Declaration of Performance (DoP) and CE Certificates, will be obtained from suppliers to verify compliance with CPR.

5. Product Inspection and Testing:

- a. Internal Testing Procedures: CAPITAL SHIELD SECURITY LTD will conduct internal testing and inspections to ensure that products meet the necessary standards for CE Marking.
- b. Third-Party Testing: Where applicable, third-party testing services may be utilized to validate the compliance of products with CPR.

6. Record Keeping:

Records of all CE Marking compliance assessments, supplier evaluations, testing, and inspection results will be maintained for a minimum of [insert time frame] and will be made available for inspection upon request.

7. Continuous Improvement:

CAPITAL SHIELD SECURITY LTD is committed to continuous improvement in CE Marking compliance. Regular reviews of this policy and associated procedures will be conducted to ensure relevance and effectiveness.

8. Employee Training:

All employees involved in the procurement, production, or use of products covered by CE Marking regulations will receive appropriate training to understand and implement the requirements outlined in this policy.

9. Communication:



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This policy will be communicated to all relevant stakeholders, including employees, suppliers, and contractors. Any updates or changes to the policy will be promptly communicated to ensure ongoing compliance.

10. Enforcement:

Non-compliance with this CE Marking Compliance Policy may result in disciplinary action, up to and including termination of employment.

This policy is effective as of [insert date] and will be reviewed annually to ensure its ongoing relevance and effectiveness.

Approved

Managing Director

A handwritten signature in black ink, appearing to be "J. Smith", is written over a horizontal line.

CAPITAL SHIELD SECURITY LTD

This policy is reviewed on 01 01 2026