



Freedom of Assembly and Association Policy

1. Introduction

[Company Name] is committed to maintaining an ethical and lawful workplace where every employee is treated with dignity, respect, and fairness. As a professional **security guarding services provider operating under the Private Security Industry Act 2001** and the **SIA Approved Contractor Scheme (ACS)**, we uphold high ethical standards in all employment and operational practices.

We recognise and respect every employee's **right to freedom of assembly and association**, as set out in **Article 11 of the Human Rights Act 1998** and supported by **International Labour Organisation (ILO) Conventions 87 and 98** on Freedom of Association and the Right to Organise and Collective Bargaining.

2. Purpose

The purpose of this policy is to ensure that all security personnel, control room operators, supervisors, and office staff:

- Are free to join or form trade unions, staff associations, or other lawful groups of their choice;
- Can participate in lawful meetings or activities without fear of victimisation or discrimination;
- Are provided a workplace where open communication, consultation, and collective representation are encouraged;
- Have assurance that CAPITAL SHIELD SECURITY LTD complies fully with **UK labour and employment legislation** safeguarding these rights.

3. Legislative Framework

This policy operates in accordance with:

- **Human Rights Act 1998 (Article 11)** – Freedom of Assembly and Association;
- **Trade Union and Labour Relations (Consolidation) Act 1992** – Right to join and take part in trade union activity;
- **Employment Rights Act 1996** – Protection from unfair treatment due to trade union membership.
- **Equality Act 2010** – Prohibition of discrimination on any grounds;
- **Private Security Industry Act 2001** – Professional conduct and fairness in employment;
- **Health and Safety at Work etc. Act 1974** – Safe conditions for lawful assembly or representation activities.



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4. Principles

- All employees have the **right to join or not to join** a trade union or staff association.
- CAPITAL SHIELD SECURITY LTD maintains an **open and neutral stance** towards union or collective activities.
- **Employee representatives** must not face discrimination or disadvantage in carrying out their legitimate functions.
- Representatives will be provided with **reasonable facilities and time** to fulfil their roles, subject to operational requirements and site security obligations.
- Elections or appointments of representatives must be **voluntary, transparent, and free from management interference**.
- Any restrictions on the exercise of these rights will only be those **permitted by UK law**, proportionate, and necessary to maintain safety, order, and continuity of security services.

5. Implementation

Management will:

- Encourage open communication between employees and management;
- Engage constructively with recognised employee representatives;
- Provide appropriate channels for collective consultation where required;
- Ensure all staff understand their rights under this policy during **induction and refresher training**.

6. Compliance and Grievance Handling

Any employee who believes their rights under this policy have been violated may raise a concern through the **Grievance Procedure** or report directly to the **HR Department**.

Complaints will be handled **confidentially, promptly, and without retaliation**.

7. Review

This policy will be reviewed annually or following any changes in UK employment or security industry legislation to ensure continued compliance with **SIA ACS requirements, ISO 45001, and ethical employment standards**.

Approved

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Revision-01

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Managing Director

A handwritten signature in black ink, appearing to be "M. J. [unclear]", is written over the printed name of the Managing Director.

CAPITAL SHIELD SECURITY LTD

This policy is reviewed on 01/01/2026