



Illegal Workers Policy

CAPITAL SHIELD SECURITY LTD is committed to ensuring compliance with UK immigration laws and preventing illegal working within our organization. As part of this commitment, we have implemented the following procedures:

Right-to-Work Checks

We conduct thorough right-to-work checks on all prospective employees before offering employment. These checks ensure that every individual we employ is legally entitled to work in the United Kingdom.

Verification of Documents

All potential employees must provide valid and original documentation that confirms their permanent right to work in the UK. These documents are verified in accordance with the Home Office guidance.

Temporary Right-to-Work Checks

For employees with temporary permission to work in the UK, additional checks are conducted before their immigration permission expires. This ensures continued compliance with UK immigration laws.

Immigration Restrictions

We ensure that no individual employed by our company is subject to immigration restrictions that would prevent them from carrying out the work for which they are employed.

These measures demonstrate our commitment to maintaining a lawful workforce and adhering to all relevant legal requirements.

Approved

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

Managing Director
CAPITAL SHIELD SECURITY LTD
01/01/2026