



Document:	TUPE Policy
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Secure Frontline Services Ltd. recognises and complies with the requirements of the TUPE (Transfer of Undertaking Protection of Employment) Regulations.

There is a clear process in place, integrated within our recruitment, security screening, personnel management and training processes for ensuring that the requirements of TUPE are implemented promptly and effectively. This process is designed to ensure that no employee or prospective employee transferring into or out of our employment under TUPE is treated unfairly.

Assuming TUPE applies, Secure Frontline Services will:

- Provide all staff affected by change with appropriate advice and assistance at key stages to enable them to make informed decisions on their future options, including the company's specific training.
- Make information available to workers' representatives and the client and consult workers' representatives on matters relating to the transfer.
- Take over the contracts of employment of all the employees who are employed in the undertaking at the time of the transfer (unless there are dismissals for economic, technical or organisational reasons entailing changes in the workforce) on the same terms and conditions as they are employed, except in relation to future occupational pension's entitlement.
 - * Employees have the right to object to the transfer of their employment, but unless the client is willing to redeploy them away from the part of the undertaking being transferred, they will be treated as having resigned rather than being dismissed by the client. Such a resignation will not entitle an employee to redundancy payments or to claim unfair dismissal.
 - **BS7858 Screening and vetting must be complied with, including providing the required identification documents.
- Take over all rights, powers, duties and liabilities in respect of the transferring employees.
 - * The company is willing to work with the client in relation to any redeployment and accepts that redeployment of certain staff should not have an adverse impact on the application of TUPE.
- Take over any collective agreements, including recognition agreements applicable to the employees transferring.
- Ensure that change is as smooth as possible by producing a transition or transfer plan which sets out responsibilities and key objectives.

TUPE will be assumed to apply until the position is clearly established one way or the other.

This Policy is reviewed annually, or upon legislative updates.