PARAMOUNT SECURITY SOLUTIONS LTD

Equal opportunities Policy

Paramount Security Solutions Ltd will adopt, implement and monitor an equal opportunity policy to ensure that there is no unlawful discrimination and that equal opportunity is genuinely available throughout their operational area.

Paramount Security Solutions Ltd aims to ensure that:

- No job applicant or employee receives less favourable treatment than another on racial grounds.
- No applicant or employee is placed at a disadvantage by requirements or conditions, which have a disproportionately adverse effect on his or her racial group and which, cannot be shown to be justifiable on other than racial grounds.
- Where appropriate, and where permissible under the Race Relations Act, employees of underrepresented racial groups are given training and encouragement to achieve equal opportunity within the organisation.

In order to ensure that an equal opportunity policy is fully effective, the following action will be implemented by Paramount Security Solutions Ltd:

- Overall responsibility of the policy is allocated to the Managing Director or in their absence, another member of senior management.
- Discuss, where appropriate, with trade union or employee representatives the policy's contents and procedural implementation.
- Ensure that all personnel and applicants are aware of the contents of the adopted policy.
- Provide training and guidance for supervisory staff and other relevant decision makers (such as personnel and line mangers), to ensure that they understand their position in law and that governed by company policy.
- Examine and regularly review existing procedures and criteria and change where they find that they are actually, or potentially unlawfully discriminatory.
- Make an initial analysis of the workforce and regularly monitoring the application of the policy with the aid of analyses of the ethnic origins of the workforce and of job applicants.

Sources of recruitment

Advertisements

Paramount Security Solutions Ltd will ensure that:

- We will not confine advertisements unjustifiably to those areas or publications that would exclude or disproportionately reduce the numbers of applicants of a particular racial group.

- We will ensure that there are no restrictions placed on any advertisement which prescribes requirements such as length of residence or experience in the UK and where a particular qualification is required, it should be made clear that a fully comparable qualification obtained overseas is as acceptable as a UK qualification.

Other sources

Paramount Security Solutions Ltd will not:

- Recruit, solely or in the first instance, through the recommendations of existing employees where the workforce concerned is wholly or predominately white or black and the labour market is multi-racial.

- Adopt procedures by which applicants are mainly or wholly supplied through trade unions where this means that only members of particular racial group, or a disproportionately high number of them, come forward.

Selection process

In order to avoid direct or indirect discrimination, Paramount Security Solutions Ltd will ensure that selection criteria and tests are examined to ensure that they are related to job requirements and are not unlawfully discriminatory.

Treatment of applicants

In order to avoid direct or indirect discrimination Paramount Security Solutions Ltd will ensure that:
All staff should be:

- Clearly informed of the selection criteria and of the need for its consistent application;
- Given guidance or training to heed effects which generalised assumptions and prejudices about race can have on selection decisions;
- Made aware of the possible misunderstandings that can occur in interviews between persons of different cultural background.

Wherever possible, short-listing and interviewing should not be done by one person alone but should at least be checked at a more senior level.

Transfers and training

In order to avoid direct or indirect discrimination Paramount Security Solutions Ltd will ensure that:

- Industry or company agreements and arrangements of custom and practice on job transfers should be examined and amended if they are found to contain requirements or conditions which appear to be indiscriminately. For example, if employees of particular racial groups

are concentrated in particular sections, the transfer arrangements should be examined to see if they are unjustifiably and unlawfully restrictive and amended if necessary.

- Selection criteria for training opportunities should be examined to ensure that they are not indirectly discriminatory.

Dismissal (including redundancy) and other detriment

Paramount Security Solutions Ltd will ensure that:

- Staff responsible for selecting employees for dismissal, including redundancy, apply accepted selection criteria for redundancies that should be examined to ensure that they are not indirectly discriminatory.

Performance appraisals

Paramount Security Solutions Ltd will ensure that:

- Staff responsible for performance appraisals will apply appropriate assessment criteria, which should be examined to ensure that they are not unlawfully discriminatory.

Terms of employment, benefits, facilities and services

It is unlawful to discriminate on racial grounds in affording terms of employment and providing benefits, facilities and services for employees.

Grievance, disputes and disciplinary procedures

Paramount Security Solutions Ltd will ensure that consideration is given to the possible effect on an employee's behaviour of the following:

- Racial abuse or other racial provocation.
- Communication and comprehension difficulties.
- Differences in cultural background or behaviour.
- Cultural and religious needs

Where employees have particular cultural and religious needs which conflict with existing work requirements, Paramount Security Solutions Ltd will consider whether it is reasonably practicable to vary or adapt the requirements to enable such needs to be met. For example, it is recommended that they should not refuse employment to a turbaned Sikh because he could not comply with unjustifiable uniform requirements.

Note: S.11 of the Employment Act 1989 exempts turban wearing Sikhs from any requirements to wear safety helmets on a construction site. Where a turban wearing Sikh is injured on a construction site liability for injuries is restricted to the injuries that would have been sustained if the Sikh had been wearing a safety helmet.

S.12 of the Employment Act provides that if, despite S.11, an employer requires a turban wearing Sikh to wear other protective head gear such as a safety helmet on a construction site, the employer will not be able to argue that this is a justifiable requirement in any proceedings under the Race Relations Act to determine whether or not it constitutes indirect racial discrimination.

Other examples of such needs are:

- Observance of prayer times and religious holidays.
- Wearing of dress such as saris and the trousers worn by Asian women.

Monitoring equal opportunity

Paramount Security Solutions Ltd will maintain records to establish whether equal opportunity is being achieved.

Records will be kept showing the ethnic origins of existing employees and job applicants. It is recognised that the need for detailed information and the methods of collecting it will vary according to the circumstances of the individual offices.

We will ensure that any information on individual's ethnic origins is collected for the purpose of monitoring equal opportunity alone and is protected from misuse.

Analyses should be carried out of:

- The ethnic composition of the total workforce with a regional analysis.
- Selection decisions for recruitment, promotion, transfer and training, according to the racial group of candidates, and reasons for these decisions.

Key questions should be asked to obtain whether there is any evidence that individuals from any particular racial group:

- Do not apply for employment or promotion or that fewer apply than might be expected?
- Are not recruited or promoted at all, or are appointed in a significantly lower proportion than their rate of application?
- Are under- represented in training or in jobs carrying higher pay, status or authority?
- Are concentrated in certain shifts, sections or departments?

If the answer to any of these questions is yes, the reason for this will be investigated. If direct or indirect discrimination is found action must be taken to end it immediately.

Ed Githaiga
Managing Director
October 20th 2025