



SSG - NEWSLETTER. edition 4 March 2017

Focusing on What matters

Message from the Directors

Hello again team, and welcome to this month's Newsletter.

OK, if I can start by asking all of you to take a minute and ask yourself one question 'Am I a Professional Security Officer' The answer in every case should of course be YES! But please remember that there are basic principles that ensure you remain a professional security officer.

- You must ensure you are on time for your shifts.
- You must ensure you are smart and dressed correctly.
- You must understand that you are there to protect People, Property and Assets.
- You must always be polite, courteous and communicate well with everyone you come into contact with, whilst wearing your uniform.

SSG's own motto is "Focusing on What matters" If you all do this, it allows myself and the head office team to "focus on what matters to you".

This is proven, none more so, than the deal we have just made with one of our clients, to afford London Living Wage to our staff that work on their contract. This will be afforded as a 'Site related Bonus' and will be paid on top of your normal rate of pay.

Whilst we would love to be able to do this with all our sites / staff, It is very much Client led, so unfortunately it is not possible as of yet. I just need you all to perform well, so I can request better terms from our clients. This is just the start ladies & Gentlemen and I promise you now, I will work tirelessly to get better rates of pay, less Zero-Hour contracts, and a greater work/life balance for you all.

All I ask of you in return..... Do your best in being "A Professional Security Officer"

Many Thanks everyone

John Dowler - MD

• Operations Issues

We have had a few instances recently where guards have arrived on site, booked on and then left the site without informing control. This is NEVER acceptable, this may well be an emergency situation, however if you have an urgent requirement to leave site you MUST contact control and inform them of your situation. Any further instances of leaving site without permission will be treated as a disciplinary issue!

• HR Issues

Once again I have to explain the Holiday policy of the company. Our holiday year runs from January to December and you earn holiday pro-rata from the hours you have worked. Please book any holiday with as much notice as possible and also please remember that if you do not use all of your holiday during 2017 you lose it and it cannot be carried forward to 2018. I must remind everyone about the Bradford Factor that we use to review sickness and absence. If you accept a shift and then for whatever reason you do not attend this is recorded as an absence. Whilst we appreciate that some absences cannot be helped we do follow all absence reports and keep a record of them. If you have more than 3 separate absences you will be visited by your area manager to find out if there are any problems. Please do not accept a shift if you feel that you may not be able to cover it.



SSG - NEWSLETTER. edition 4 March 2017

Recruitment

We are expanding the company at a fast rate and we now have many vacancies throughout the Company in all areas. Do you have any friends or family who have a current SIA licence who are looking for employment? If you do please pass them our number and recommend us to them. As you all know we have a strict vetting and screening policy and they must be able to complete all of their work history. However, we can offer immediate starts and there are many shifts available to.



Employee News

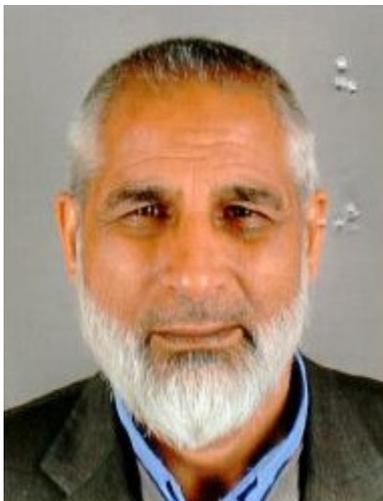
Our sincere congratulations go to Sidra Rafique - HR Director and her husband on the birth of their first child - a baby girl - Alisha who was born in February.

A member of staff was taken ill during his shift and rushed to hospital, I am pleased to report that David Shorter has made a full recovery and is back to work and we would like to wish him well.

Should you wish to contact us at all, you can do the following ways;-

For any Operational concerns or shift enquiries, you should still contact your line manager or the Control Room on: - 0208 004 8180 or control@ssgukltd.com

However, should you wish to feed back information to us, or tell us how we are doing, please contact us on: - hr@ssgukltd.com



Employee of the Month

Congratulations to our Employee of the Month Mr Muhammad Nazir Choudhry

Muhammad was nominated by the Head of Operations and the head of HR. Muhammad is an excellent Team Player showing kindness and consideration to both his fellow colleagues and to everyone especially to other staff and all of our clients as well as hard working and a credit to the company. Well done Muhammad and keep up the good work everyone else next month may be your turn!

Watch this space to see if your name appears next month