



# News

**January 2009**

**Issue 4**

## **SIA Approved Contractor**

### Members of staff

Welcome to the January 2009 edition of the All Security newsletter. It's that time of the year again when we evaluate our processes and prepare to be visited by the BSI and SIA auditors. It is our intension to maintain the standards that enabled us to achieve this status so we implore all our staff to support us in this endeavour.

In the last few months you have been issued the new staff handbook reflecting the latest terms and conditions and entitlements, please contact the office if you have not received one. Further more the red information files on site are now furnished with our health and safety manual and the latest risk assessments of the sites, please take your time to go over these documents digest the information and sign where applicable.

The first SIA licences issued are now coming up for renewal it is the responsibility of all staff to renew their licences. We are in a position to issue special dispensation orders to help staff who are facing delays due to the back log of applications at the SIA. Please keep the office informed so we can help if you are having problems with the renewal process.

Staff are the first point of contact for most of our customers so it is highly essential that we maintain a level of appearance that reflects the service we provide. Clean uniforms enhanced by the official ALL Security tie and Badge and Visible All Security identity card supported by the SIA licence card.



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*Marilyn Phillips say's having achieved Approved Contractor status with the SIA we look forward to maintaining the levels and standards.*

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## Company News

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*SIA Standards for Screening have changed.*

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We are currently in the process of acquiring the latest innovation in guard patrol and clocking time management. It is called Near Field Communication or NFC for short, this will enable us to monitor patrols in real time as they happen and it will also ensure and further enhance staff welfare.

## News from Human Resources

Staff welfare is of utmost importance to us and to that end we implore you to remember to use your holiday entitlement and get some rest time. Any employee still seeking a stakeholder pension should register their interest with the office and we will arrange for a pension specialist to talk to you.

## Trivia

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5				6	3		7	
					2	9		
	5	6			1	8	4	
4	3			9			5	
	7	2			6	1		
		8	2					
	1		6	7		4		3
		9	4		8			1

### SUDOKU

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Good Luck