

Consortio Security

— Working in partnership —

The Consortio Security Newsletter May 2019

"Providing business updates to all our Stakeholders"

Message from the Board

Dear Colleagues and Clients

We are now well into 2019 in fact almost 50% through the year and as I'm sure you will agree it only seems like we were taking down the Christmas decorations a matter of weeks ago!

Firstly I would like to say Happy Eid Mubarak to those of you celebrating Eid currently.

I have spent the past 2 months out and about visiting our site based teams as well as existing, new and potential clients so have seen first-hand the services that we provide to our client base. On the whole most of my visits have been positive and a huge percentage of you are going above and beyond daily but on a few occasions the levels that we promise and should all strive to deliver are not where they should be. To those of you that meet or exceed the levels we promise I thank you dearly, please keep up the superb work. For those of you that don't I ask you to listen, learn and improve this in turn will make you far more proficient in your relevant role and the wider industry.

I want to use this platform to highlight and remind you of some of the subjects and issues that we will face as a business and the levels and counter measures that we should follow to ensure we and our clients assets are protected as best as we can.

Firstly as we enter the warmer months you must ensure you take in water especially if you are working outside under the elements or are on a busy site. The recommended consumption of water per day is 8 glasses, more if you are working under the elements or undertaking manual work. Please ensure you take on as much water as you require so you do not fall foul to the elements. If you suffer with the sun on your skin you must

Inside

[Message from the Board](#)

[Employee of the Month](#)

[New Sites](#)

[Payroll Updates](#)

[Reporting of Near Misses](#)

[Training and Development](#)

[Consortio Security Vacancies](#)

[Social Media links](#)

[Staff Sales Incentive](#)

[Admin Matters](#)

[Meet the Team - Carol Andrews](#)

ensure you wear long sleeves or sufficient sun screen to protect yourself.

The traveller community are now very active with a number of our sites and clients having already been targeted. Where you have barriers and padlocks in place you must ensure that your discipline is good and all barriers and gates are locked as soon as they are no longer required to be open. It is far easier to evict travellers if they have committed criminal damage namely the cutting of locks or removal and damage of barrier systems. Where we do have a traveller incursion do not be alarmed if we deploy a K9 unit, this is normal practice and is there to protect you and our clients assets. If you witness any suspicious activity or persons you don't know approach you on site asking questions you are to inform the National Control Centre immediately and they will escalate accordingly and measures will be put in place.

The uniform that we provide is of good quality and the ordering process is quick and simple. A lot of time and effort has been put in place to ensure that as soon as the order is processed you receive your items within a tight time scale so that you are protected whilst at work and also we maintain the high standards that we promise to our client base. If you require any uniform you should either contact your relevant Manager or highlight this to the Regional Supervisors when they visit you on site. I ask that you all wear what has been provided without any additions.

Please continue to uphold and support our business values and standards as well as our one team ethos. I thank you for your commitment and hard work and I ask that you continue with this.

Lastly I hope you enjoy the summer, those of you into sport will know that there are lots of sporting events involving teams across the UK and the wider continent starting with the One Day ICC Cricket World Cup next week across venues in England. The Woman's World Cup takes place in France next month where England and Scotland will take part. The Netball World Cup starts in July in Liverpool with England, Scotland and Northern Ireland taking part. Whoever your team or allegiance I wish you all the best of luck!

With kind regards

Nathan Potter
Chief Operating Officer

Employee of the Month

Employee of the Month

April 2019

NORTH

David Ratings (Student Roost) was nominated by Wayne Redman, follow by an email from the Client: "We recently conducted a student survey and one of the questions was to name a staff member who they found helpful. Dave has been given as an answer by one student -"Dave, overnight security, absolute Don pleasure to be around".

SOUTH

Ian Brookes (IQ Astor House) nominated by Richard Blowers: "Ian has only been with us a short time but has proven himself down at Astor House to be an asset to the business. We had issues involving the core staff with one on holiday, one went back home to Pakistan due to a passing in the family and the other lost his right to work. Ian helped out to cover out all shifts with no questions asked and really saved the issues turning nasty."

Both David and Ian have received a letter from COO Nathan Potter, certificate and a shopping voucher. Congratulations!

New Sites

On behalf of the Consortio Security we would like to extend a warm welcome to our Officers who are deployed to protect our client's assets at our new site in Sheffield.



Payroll Updates



Pension App

You can now monitor your pension on-line. Please email Corpad at loginrequest@corpad.co.uk to request your individual login details. Please provide them with your full name, date of birth, National Insurance Number and employer's name (Consortio Security). They will then issue you with the login details.

Payslips

YOU WILL NEED TO REGISTER TO CENTRALUS IN ORDER TO ACCESS YOUR PAYSLIPS ONLINE

If you haven't registered yet, please go to

<https://portal.ibenefit.uk.com/landing/consortiosecurity/>

and activate your account.

Pay Dates

To provide all stakeholders with a greater understanding of Consortio Security employee payment cycle for the forthcoming tax year, we have provided a schedule below with further guidance that will hopefully assist, going forward.

Contractually, officer wages need to be in their accounts by CLOSE OF BUSINESS on 15th of each month. Where the 15th of the month falls on a weekend we will ensure that funds are available on the last working day before 15th - again by close of business.

14th June 2019
15th July 2019
15th August 2019
13th September 2019
15th October 2019
15th November 2019
13th December 2019

Reporting of Near Misses

In keeping with our continual promotion of Health & Safety, this month we're again reminding everyone about the importance of near miss reporting.

It is important to communicate not only our strengths, but also any perceived weaknesses on our client assignments.

Each site already has specially printed report cards to encourage easy reporting of near misses, to help achieve our goal of being totally incident and injury free. However, please feel free to report near misses in any way you can - verbal or email reports to your Operations Manager or our Control Centre are perfectly acceptable.

It's important that you understand the following:

- We will support any employee reporting a near miss; if a task is stopped for a safety reason, we will back the employee.
- We will listen and act; any safety concern that is reported will be addressed promptly.
- We will not point the finger; if there is an injury, we will conduct an incident investigation in such a way that no-one is blamed. We need to learn so that we can prevent future injuries.

- We will allow time to do jobs safely; we will remove any barriers to employees being successful in safety.

You can print your own card by clicking [here](#) or report via our website by clicking on the below picture:

Consortio Security
— Working in partnership —

Head Office:
4 Boundary Court,
Willow Farm Business Park,
Corte Dorrington,
DE74 2UD

What can you expect from management?

Health and Safety is important because it protects the well being of employees, visitors and customers. Looking after Health and Safety is a top priority for management.



Safety Observations Report cards

We will Support you!
If you stop the act for safety reason, we will support you!

We will listen and act!
If you highlight your safety concerns, we will listen and address it promptly. We will NOT ignore it!

We will not point the finger!
If there is an incident/injury, we will conduct an investigation in such a way that the person is NOT blamed. We have need to learn so that we can avoid the next injury.

We will allow time to do it safely!
We will remove the barriers to you being successful in health & safety. We will provide support to the workforce in taking time to work safely

Training & Development



All stakeholders are advised that we provide ELearning, Off Job Training and a blended approach to development. Consortio Security has an extensive library of E-Learning courses that staff can use to further their professional development. When you joined the Company details of your registration should have been sent to you.

E Learning courses range from

- COSHH in the Workplace
- Introduction to Health & Safety
- Customer Service Level 2
- Fire Warden Level 2
- Safeguarding and Wellness Training
- GDPR - General Data Protection Regulation
- Manual Handling
- Working at Heights
- Accident & Investigation
- Counter Terrorism Awareness



If you require any further information please contact K.Dubiniec@consortiosecurity.com

Off job training course range from

- First Aid 1 & 3 Day
- Risk Assessments
- COSHH
- SIA Security Guarding
- SIA Door Supervisor
- SIA CCTV Operative
- Conflict Resolution
- IOSH (via business partner)

- Project Griffin (Delivered by Nathan Potter)

The above courses are delivered by our Head of Training, unless otherwise specified. If you require any further information then please contact info@consortiosecurity.com

Consortio Security Vacancies

Take a look at the latest vacancies we have to offer by clicking on the link below. If you know anyone who may be interested in a job, you can share the job role on social media by clicking on the share button found in the job description <http://www.consortiosecurity.com/careers/>

Security Officer	Stallingborough	60 hours per week	£7.83 /hour	Job Description/Apply
Security Officer	North Killingholme	60 hours per week	£7.83 /hour	Job Description/Apply
Construction Site Security Officer	Edinburgh	48 - 60 hours per week	£8.50/hour	Job Description/Apply
Site Security Officer	Leicester	36-48 hours per week	£8.00/hour	Job Description/Apply
Security Officer	Holton le Clay	60 hours per week	£7.83 /hour	Job Description/Apply
Mobile Patrol Officer	Nottingham	48 - 60 hours per week	£8.75/hour	Job Description/Apply
Customer Service Officer	York	23 hours per week	£7.83/hour	Job Description/Apply
Customer Service	Birmingham	24 hours per week	£7.83/hour	Job

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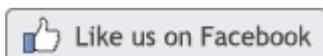
To All Consortio Security Employees,

It is important that you follow the company's social media channels. Our social media platforms are regularly updated with news regarding the business and the industries we operate in.

The most powerful ambassadors for our brand are our employees.

If you have any pictures/posts/charity fundraiser you think will be good to post on our social media channels, send them into k.dubinie@consortiosecurity.com.

Click on the links which will take you too our Facebook and Twitter page and give us a follow.



Staff Sales Incentive



Know anyone that needs security? Refer a potential business lead to Business Development team and you could be rewarded. Any applicable leads should be forwarded to Jeremy Pye and will be subsequently pursued by the Business Development team. In the event that Consortio Security are awarded the contract, the member of staff that originally provided the lead will receive £250 gross bonus within their monthly wages.

Please forward any opportunities to j.pye@consortiosecurity.com

Admin Matters



Booking On

Please find below a reminder of the instructions for automatic book on/off system:

As you will now be aware and should be following, we have moved over to a new booking on/off and check call system. All security personnel should now be using the following number to book on:

02038795479

The system will take you through the same process as our previous system, however with a slight change. When you first call it will ask you for the account number followed by #. Our account number is: **3369**. Then followed by your pin number and #, then the site number and #.

The time parameters have been adjusted for booking on and off duty, but your check call parameters remain the same.

Book on parameters - 20 minutes before shift start and 5 minutes after.

Book off parameters - 1 minute to shift end

Check Call parameters - 15 before and 15 after

Please note that failing to book on before 5 minutes passed your start time may affect your pay. The same applies if you book off early so please ensure this is followed.

Sites that are using Patrol systems will be replaced by Smart Task Advance, your Operations Manager and Regional Supervisors will be on site shortly to reprogram tag points.

You will need our account code for the app which is: **b2R7k6b4**

Your user name and password can be provided by control when you require this.

Renewal of SIA Licences



As you are probably aware, the introduction of the new renewal process for SIA licences has not been as smooth as everyone would have wished. To that end, if your licence is due for renewal please ensure that you contact the SIA 3-4 months prior to the expiry date so that there should be more than enough time to have the licence back to make sure of your continuity in work.



VISA Updates

Should you be working on a VISA or Residence Permit etc, it is your responsibility to provide the Company with updates on your Right to Work status. You should provide the HR Department with copies of any acknowledgment letters you receive from the Border Agency for updated applications so that we can confirm an individuals' Right to Work through the Employer Checking Service (ECS). Should updated information not be provided in a timely fashion, then this will result in your removal from site until evidence can be provided to confirm your status. Ultimately, failure to provide up to date documentation could result in your employment being terminated.

Meet the Team

This month we're going to introduce you our new colleague **Carol Andrews, Tele-appointing Executive**. Carol has recently joined the Business Development team.

**1. What made you want to join the team at Consortio?**

Obviously I WANTED the job because of the Money, wonderful hours and not forgetting parking and location . The interview with Jeremy established the NEED in me for the job as being a new established, fast growing company, believes, investment in people. Everything about the company and people I liked.

2. What do you like to do outside of work?

I love my French Bull dog so I walk a lot.. being around my family and friends.

3. Website you visit the most?

On-line shopping, as I put a billion things in my basket then weed them down to two items and on receiving them I will more than likely return them, as they don't look like they do on the beautiful size nothing models..! but it's a great buzz. Also Social Media, FB and Linked-in.

4. Who inspires you?

People like Graham Norton Chat show host he's hilarious, makes people feel at ease. His interviews are comfortable and effortless. The Queen I love her, I could listen to her talk forever... Coming from Birmingham I try to talk proper by her. Adele from where she's come from to where she is now. She made millions and inspired others from her experiences! So something definitely good and positive came from her hurt and pain.

5. What's the craziest thing you've ever done?

I love making a difference however little... I do crazy things every day of my life, too many to mention.

6. If you were a crayon, what colour would you be?

My colour is Yellow like the sunshine...

Consortio Security Limited

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Telephone: 08700 123 999 **Website:** <http://www.consortiosecurity.com/>



Try it FREE today.

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