

	RKFM LTD	POL-21 Revision-01 Issuance Date: 01-11-2021
	SECURITY POLICY STATEMENT	Address: 102 Rookery Court, 80 Ruckholt Road, London, England, E10 5FA Landline: +44 7722 935137 Web: www.rkfmsecurity.co.uk Email: admin@rkfmsecurity.co.uk Company Registration No.:13709578

RKFM LTD Policy assists the company in creating a safe work environment for our people and assets and assists us in promoting respect for human rights and advancing best practices with clients, joint venture partners and third parties.

RKFM LTD manages security in accordance with the following principles:

- We shall regularly assess security threats to business operations and manage the associated risks;
- We shall ensure that appropriate security measures are in place such that we do not expose employees to significant risk;
- We shall ensure that appropriate response procedures are in place to minimise the impact of any security incident or emergency;
- We shall introduce and maintain active programs to develop security awareness and responsibility among all employees;
- We shall endeavour to ensure that security operations are conducted in full compliance with national and international legal requirements and our Policy on Business Conduct and Ethics;
- We shall conduct ourselves in accordance with the Voluntary Principles on Security and Human Rights;
- We shall endeavour to make contractors or other third parties conducting activities for RKFM LTD aware of this policy and ensure they comply with it;
- We shall record, analyse and investigate all reported security incidents directly involving our business operations or employees in order to develop improvements to prevent their recurrence;
- We shall strive for continuous improvement in our understanding and management of security and related human rights issues and stay abreast of best practices with respect to these issues.

Implementing the Security Policy

RKFM LTD has developed a comprehensive QHS&E manual to better equip senior management with the knowledge and tools needed to address security issues as they arise. The manual lays out procedures for dealing with issues such as evacuations and threats to RKFM LTD employees and facilities. The manual also standardises our alert status across our operations, helping us better manage security threats, regardless of location.

The Managing Director shall review this policy annually or following significant changes.

Jawaria Khalid

RKFM LTD