



Aisco Security Group Policy.

Code of Conduct





All Aisco Security employees are expected to:

- a) Carry out assigned duties efficiently, responsibly and without unnecessary delay, unless there is a valid reason preventing this.
- b) Remain at their assigned post during working hours unless authorised to leave or there is a genuine emergency or other sufficient reason.
- c) Ensure that all information, reports and statements they provide are honest, accurate and complete.
- d) Safeguard all company and client documents. Documents must not be changed, removed, destroyed or disposed of without proper authorisation.
- e) Keep all company and client information confidential, both during and after employment.
- f) Demonstrate high standards of honesty and integrity and properly account for all keys, money, property or equipment entrusted to them.
- g) Treat clients, visitors, colleagues and members of the public with courtesy and respect, using authority only when necessary and appropriate to their duties.
- h) Conduct themselves professionally and avoid any behaviour that could damage the reputation of Aisco Security, its clients or colleagues.
- i) Wear company uniform and use company identification, equipment and resources only as authorised.
- j) Never report for duty under the influence of alcohol or prohibited/restricted drugs, and do not consume them while on duty.
- k) Immediately inform Aisco Security of any relevant criminal or motoring conviction where disclosure is required.
- l) Prevent unauthorised persons from entering or accessing client premises.
- m) Use company equipment, systems and facilities only for authorised work purposes.
- n) Maintain all requirements necessary to hold and retain a valid **PSA licence**.
- o) Carry and display their valid **PSA licence card** while on duty, as required by law.

Failure to comply with this Code of Conduct may result in disciplinary action in accordance with Aisco Security's policies and procedures.



Aisco Group Policy.

from our Group CEO



At Aisco Security, our aim is to provide professional, reliable and trusted security services while maintaining the highest standards of integrity.

We believe in doing business the right way and treating our employees, clients, suppliers, visitors and the wider community with fairness and respect.

Our Code of Conduct sets out the standards of behaviour we expect from everyone working with Aisco Security. It provides guidance on how we should conduct ourselves, make responsible decisions, protect confidential information and represent the company professionally.

We are committed to creating a workplace based on Trust, Respect, Integrity and Accountability. These principles guide the way we work and help us maintain strong relationships with our clients, colleagues and business partners.

By following this Code and maintaining high professional standards, we can continue to build a successful business and provide a safe, reliable and respectful service to everyone we work with.

Artur Aslanyan, Group CEO.



Our Vision, Mission and Values.

Our Vision

To be a trusted and leading security services provider, delivering professional protection and creating safer environments for our clients, employees and communities.

Our Mission

We are committed to providing dependable, high-quality security services through trained people, professional standards, teamwork and responsible business practices.

Our values guide the way we work and the decisions we make every day.

Our Values

Trust - Honest and Reliable

We act with honesty, communicate openly and deliver on our commitments. We build confidence through professional and dependable service.

Respect - People and Community

We treat everyone fairly, professionally and with dignity. We respect our clients, colleagues, the public and the environments in which we work.

Unity - Stronger Together

We work as one team, support one another and share responsibility for achieving the best results for our clients.

Empowerment - Professional and Responsible

We give our people the training, knowledge and support they need to perform their duties confidently, make good decisions and provide excellent security services.



At Aisco Security, these values define who we are and set the standard for how we work with our clients, colleagues and communities.

Health and Safety

At Aisco Security, the health, safety and wellbeing of our employees, clients and the public is a priority. Everyone should be able to complete their duties safely and return home without harm.

We are committed to:

- Providing appropriate health and safety training, equipment and guidance.
- Promoting safe working practices and a positive safety culture.
- Following relevant health and safety laws, regulations and industry standards.
- Reporting accidents, hazards and near misses promptly.
- Regularly reviewing our safety performance and improving our procedures.
- Supporting employees to raise safety concerns without fear of negative consequences.
- Using equipment responsibly and ensuring it is suitable and maintained.
- Minimising any unnecessary impact our activities may have on the environment.

Our Safety Rules

Stop work and report the issue if:

- You believe the task or location is unsafe.
- Equipment is damaged, faulty or unsuitable.
- You do not have the correct training or competence.
- Required personal protective equipment (PPE) is unavailable.
- You identify a hazard that could cause injury, property damage or environmental harm.

Never put yourself or others at unnecessary risk. If in doubt, stop and ask for guidance.



Environment and Sustainability

At Aisco Security, we are committed to operating our business responsibly and reducing the environmental impact of our activities.

We recognise our responsibility to protect the environment while providing safe, reliable services to our clients, employees and communities.

We aim to:

- Comply with all applicable environmental, health and safety laws and requirements.
- Reduce waste and use resources responsibly.
- Promote environmentally responsible practices across our operations.
- Encourage employees to consider the environmental impact of their daily activities.
- Continuously improve our sustainability practices wherever practical.

Everyone at Aisco Security can help protect the environment through simple everyday actions:

- Save energy: Switch off lights, equipment and devices when they are not being used.
- Use resources responsibly: Avoid unnecessary use of water, electricity, paper and other resources.
- Work responsibly: Carry out our duties in ways that reduce environmental impact.
- Reduce waste: Reuse and recycle where possible and avoid unnecessary printing by using electronic documents.



- Promote sustainability: Encourage colleagues to adopt environmentally responsible habits and support sustainability initiatives.

Small actions by everyone can make a positive difference to our environment.

Compliance with Laws.

Aisco Security is committed to conducting its business with the highest standards of integrity, professionalism and ethical behaviour.

All employees and representatives must comply with the laws, regulations and professional standards that apply to our business and the locations where we operate.

Our Code of Conduct sets out the standards we expect from everyone working for Aisco Security. Where our internal standards are higher than the minimum legal requirements, employees are expected to follow our company standards.

We are committed to:

- Complying with all applicable laws and regulations.
- Maintaining high standards of professional and ethical conduct.
- Meeting all relevant security industry and licensing requirements.
- Respecting the legal and regulatory requirements of the countries and locations in which we operate.
- Taking responsibility for our actions and reporting any suspected breaches appropriately.

Compliance with the law is a fundamental part of how Aisco Security operates and protects the trust of our clients, employees and communities.



Information Security and Protecting Personal Data

At Aisco Security, we have a responsibility to protect personal information and company data from loss, misuse, unauthorised access or disclosure.

Personal Data

We may handle information relating to employees, applicants, clients, suppliers and business partners, including names, contact details, employment information and business records.

We will:

- Collect only information that is necessary and relevant.
- Obtain consent where required by law.
- Use information only for legitimate and stated purposes.
- Keep personal information accurate and up to date.
- Retain information only for as long as necessary.
- Share information only with authorised persons or organisations where appropriate.
- Report any suspected or actual data breach immediately.
- Keep personal information secure and confidential.

Failure to follow data protection requirements may result in disciplinary action and legal or regulatory consequences.

Information Security



Everyone at Aisco Security must protect company and client information, including customer records, security procedures, databases, documents, systems and other confidential business information.

Employees must remain alert to the loss, theft or misuse of information and company resources and report any concerns immediately.

Protecting information is everyone's responsibility.

Bribery and Corruption.

At Aisco Security, we have zero tolerance for bribery and corruption.

All employees and representatives must act honestly, fairly and professionally. No one may offer, give, request or accept a bribe, improper payment, gift or favour intended to influence a business decision.

Any suspected or attempted bribery or corruption must be reported immediately through the appropriate company reporting channels.

We win business through the quality of our service, professionalism and integrity — never through improper payments or influence.

Situations Where There Might Be Pressure to Pay a Bribe

Employees may experience pressure to make an improper payment in situations such as:

- Obtaining or renewing licences, permits or approvals.
- Securing or retaining contracts or business opportunities.
- Dealing with government officials or regulatory authorities.
- Speeding up routine services or administrative processes.
- Avoiding penalties, fines or unfavourable decisions.
- Gaining access to restricted sites or facilities.
- Receiving preferential treatment from suppliers, contractors or other business partners.

Situations Where You May Be Offered a Bribe



- Being asked to favour a particular supplier or contractor.
- Dealing with clients, officials or regulatory authorities.
- Making business or purchasing decisions.
- Granting access to sites or facilities.
- Approving payments, contracts or services.
- Being offered money or gifts in exchange for special treatment.
- Someone asks you to overlook a rule, procedure or requirement.

Fraud Prevention

At Aisco Security, we are committed to preventing fraud and maintaining accurate and honest records.

All employees must:

- Provide accurate and truthful information.
- Record working hours, expenses, reports and other business information correctly.
- Never falsify, alter or conceal records.
- Protect company and client property and funds.
- Report any suspected fraud, dishonesty or financial irregularity immediately.

Fraud, deception and deliberate falsification of information will not be tolerated.



Speaking on Behalf of Aisco Security

Only authorised employees may speak or write on behalf of Aisco Security. Communications with the media, clients and other external organisations must be handled carefully and professionally.

Employees must also:

- Ensure personal community, charitable or political activities are not presented as being connected to or representing Aisco Security unless officially authorised.
- Obtain approval from the appropriate senior manager before giving interviews, speaking at public events or preparing material for publication in their capacity as an Aisco Security employee.
- Never disclose confidential company or client information without authorisation.

When representing Aisco Security, protect the company's reputation, confidentiality and interests at all times.



Protecting Yourself

At Aisco Security, everyone has a responsibility to protect themselves and others while carrying out their duties.

- Follow all company health, safety and security procedures.
- Stay alert to potential risks and report concerns promptly.
- Do not take unnecessary personal risks while working.
- Use the correct equipment and follow training and instructions.
- Protect your personal information and company identification.
- Ask for help or guidance whenever you are unsure or feel unsafe.

Your safety comes first — never compromise it to complete a task.