



Security Policy

Norma Gregory Solutions Ltd. acknowledges our duty of care to our staff, volunteers and partners. We have a responsibility to protect people, staff volunteers, premises and assets.

We follow relevant UK laws and standards, as well as ensure we follow local legal compliance. To ensure we address cultural, gender and equality issues sensitivity, we will adapt security procedures and processes to take account of local, national and international expectations.

Scope and Purpose

Norma Gregory Solutions Ltd. has established this Security Policy to ensure the safety of all employees and volunteers. This policy will be implemented in all premises and workspaces (remote or otherwise) owned or controlled by Norma Gregory Solutions Ltd. and is applicable to all staff, volunteers and partners working with Norma Gregory Solutions Ltd.

Norma Gregory Solutions Ltd. aims to ensure that all staff and those who work with Norma Gregory Solutions Ltd. foster an attitude of good practice and co-operation in order to achieve appropriate standards of security.

Norma Gregory Solutions Ltd. is committed to:

- Maintaining good practice in relation to security.
- Monitoring and reviewing its security systems and processes to ensure their suitability, adequacy and effectiveness.
- Providing suitable and sufficient information, instruction, training and facilities to ensure all staff/ stakeholders are aware of and equipped to

carry out their security responsibilities competently, and in line with our standards, protocols and procedures.

- Ensuring that those contracted to Norma Gregory Solutions Ltd. are aware of and satisfactorily discharge their security roles and responsibilities.

We will provide adequate and appropriate resources to implement this policy and will ensure it is communicated and understood.

Norma Gregory Solutions Ltd. will review this Security Policy as necessary to reflect new legal and regulatory developments and ensure good practice.

This Security Policy was approved by the Board of Directors & Stakeholders

September 2026. Review August 2029