There is a serious and sustained threat from terrorism to the UK and UK interests overseas. This threat has changed as recent attack methodology has favoured low technology and high impact tactics without warning.

At Universal Support Services Group (USSG) Ltd (USSG' &/or 'the company') we have a duty to protect our staff and help our customers protect their staff. As members of the different communities, we each have a duty to protect the public and support the relevant emergency services, counter terror agencies and other organisations whose principal aims are to protect UK citizens and their interests both at home and overseas, and of course, our family and loved ones for whom we all have a lifetime duty of care.

To make a difference, we have developed the following principles that will form the basis of our Counter Terrorism Policy. These 4 principles are:

Communication and Awareness

We will regularly communicate information on counter terrorism related subjects, both for increasing awareness and updating our staff, customers and other interested parties on matters that might affect their welfare and safety. We will utilise our internal communication network to send out regular bulletins and to encourage discussion and interaction within our business networks.

Collaboration and Partnerships

We have nominated a management representative for counter terrorism. This role has been created to increase our knowledge in counter terrorism and to support our customers and their staff through collaboration with the emergency services, national agencies, business forums and industry bodies to help deliver initiatives to support our aims. Where appropriate, we will work with our suppliers to deliver initiatives. Partnership working is key to us achieving its intended outcomes and, from time to time, internal focus groups may be established within the business to deliver counter terror initiatives.

Training and Understanding

We will endeavour to deliver counter terror training to our staff. ACT is a modular based training initiative to support our national aims for counter terrorism. We will roll out the training for our staff in a planned and structured manner. Other counter terror training will be delivered as and when appropriate by the USSG Management Team.

Reporting Suspicious Behaviour

We will train our staff to recognise suspicious behaviour and activity and empower them in the reporting process. We understand that suspicious behaviour is not just an external issue in a particularly crowded space, but could occur internally through our staff, through the customer's staff or through our supply chain. We will ensure that reporting is completely confidential, anonymous if desired and with due regard to existing policies. Staff will be given the relevant tools, contacts, and information to enable them to effectively report suspicious behaviour, if it occurs.

We believe that by implementing this policy we can make a difference by enabling our staff and those affected by our activities to have a better understanding and awareness of terrorism and the catastrophic outcomes it brings to all communities.

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

This Policy document has been approved by the USSG Managing Director

Mr M M Rashid Baig

Mr M M Rashi Baig
Managing Director

This policy is reviewed as per the Header