

TUPE POLICY

Managing staff transfers under TUPE require careful handling and time, as staff need to be interviewed and encouraged to transfer.

There are four main stages to the transfer process:

Prior to Contract

Full employment details including any pending litigation or liabilities needs to be obtained from the current employer.

At Contract Award

Bristol Security & Property Management Ltd and the customer agree the announcement to staff.

After Announcement

An information pack is issued by Bristol Security & Property Management Ltd to each individual, with a covering letter of welcome from senior management. Individual interviews are arranged with affected staff.

Induction for Transferring Staff

Existing staff will be assessed and where they do not meet the required standards, their training needs will be identified.