

## Policy on Transfer of undertaking (protection of employment) Regulations "TUPE"

The transfer of the ownership of a business, trade or other undertaking from one particular provider to a second subsequent provider is governed by The Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE).

These regulations outline that such a transfer does not end the employment contract of an employee of the transferor. Once the transfer is completed, all duties, liabilities, powers and rights of the transferor, under the employment contract, are deemed transferred to Rayan Facilities Management Ltd.

All terms and conditions of the existing employment contract remain in effect except for provisions relating to pensions. We will check all TUPE transferees' personal files compliance with BS7858:2019 to complete any gaps in screening and vetting. We will provide induction training; assess any training needs of All TUPE transferees. The company will also provide training to all TUPE Transferees within 12 weeks.

Should any changes take place in the regulation, this policy will be revised after reviewing it on an annual basis.

Signed:



Name: Siobhan Hamill  
Position: Managing Director  
Date: 09/01/2025