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Version 3

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**DIVERSITY & INCLUSION
TRAINING MANUAL**

BLACKBIRD SECURITY



BLACKBIRDSECURITY.CA

VISION

To revolutionize the security industry by staying locally dedicated with a national-reaching scope. Despite new challenges that arise, our hands-on approach to understanding our clients' needs will keep communities safe and connected.

MISSION

We are committed to bettering the community by providing excellent security services which fit the unique needs of our clients and the communities we serve.

VALUES



RESPECT

We believe in treating others with dignity and respect in all situations.



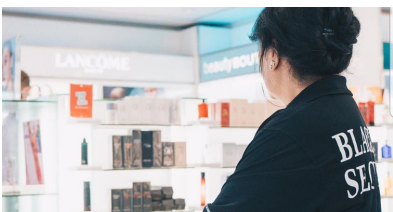
INTEGRITY

We strive to ensure that all of our decisions and actions are conducted with integrity and are free from bias and prejudice.



TEAMWORK

We believe that all Blackbird Security members function as a team, no matter how large we grow.



ADAPTABILITY

We are constantly striving to learn, grow and adapt our methods in order to stay current with changing safety needs.

STATEMENT ON DIVERSITY AND INCLUSION: BLACKBIRD SECURITY

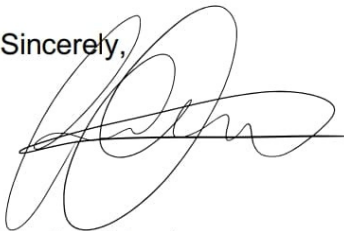
Blackbird Security's core values are built on the pillars of embracing diversity and inclusion, regardless of gender, race, sexual preference, and/or ethnicity. We believe that our organization's diversity has helped us evolve and we strive to foster an environment where all our employees feel supported and can thrive.

As the security industry has a complicated relationship with people of colour (POCs) and the LGTBQ+ community, Blackbird Security believes that we must reinforce our organization's core values, vision and mission statement to ensure that we are a strong ally in standing for equality and justice. We are committed to this continuous journey of learning and growth and will continue to equip our staff with the training and resources necessary to keep our communities safe in a way that is non-discriminatory and unbiased.

Our strength as an organization is that we adapt and we listen to our clients and communities; despite any challenge that comes their way, we will support them through it by staying empathetic, adaptable and connected.

Stay safe and stay connected. We are stronger together.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ranko Vukovic', written over a horizontal line.

RANKO VUKOVIC

CEO, Blackbird Security Inc.

DIVERSITY & INCLUSION POLICY

1.1 COMMITMENT TO DIVERSITY

Blackbird Security believes in treating all people with respect and dignity and we strive to foster a supportive environment in which all individuals - despite their background or identity - reach their potential within the company. We are committed to employing based on skill and performance, ensuring that we hire the best person for the job.

At Blackbird Security, we believe that our company's diverse workforce reflects that of the many markets and industries that we serve. This enables us to better fulfill our clients' differing needs and allows us to be more innovative, empathetic, adaptable and competitive within the security industry.

1.2 POLICY DETAILS

Blackbird Security does not discriminate or profile based on race, ethnicity, religion, gender, age, disability, marital status, economic status, sexual orientation or any other identity factors in its activities or operations. We are committed to providing an inclusive and welcoming environment for all of our staff and clients. Blackbird Security prohibits any staff behaviour that falls under the definition of violence, harassment, racial profiling or discrimination and requires that all actions and arrests be conducted on reasonable grounds.

1.2.1 VIOLENCE POLICY

Violence: *"behavior involving physical force intended to hurt, damage, or kill someone or something."*

Examples of Violence are, but not limited to:

- Hitting, kicking or conducting unnecessary physical harm to a suspect

Despite the nature of work, Blackbird Security operates on a non-violence policy. Employees that engage in violent behaviour will be subject to employment termination and/or police investigation. All employees will be trained on how to deescalate threatening situations in order to mitigate violence and conflict.

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1.2.3 DISCRIMINATION POLICY

Discrimination: *the unjust treatment of different people based on race, age, or gender.*

Examples of Discrimination are, but not limited to:

- Assuming a someone's behaviour is criminal, or non-criminal, based on their race, gender, age, etc.
- Making hiring decisions based on someone's race, gender, age, etc.

Blackbird Security does not condone discriminatory practices within the hiring process or during security situations. It is prohibited to conduct stops and arrests based solely on a person's identity, such as, but not limited to: economic or social status, race, gender, marital status, physical or mental disability, sexual orientation, or age.

The consequences of making a stop or arrest based on one's identity can result in employment termination and criminal charges.

1.2.4 RACIAL PROFILING POLICY

Racial Profiling: *the use of race or ethnicity as grounds for suspecting someone of having committed an offense.*

Examples of Racial Profiling are, but not limited to:

- Assuming someone may commit a crime based on their racial & racial stereotypes.
- Assuming someone will have a certain behaviour due to their perceived race/skin colour

Blackbird Security takes racial profiling very seriously and understands the complicated relationship between the security industry and people of colour/minorities. It is our policy that whenever security guard suspects an individual of criminal behaviour, they must have a non-identity/non-racial reasonable grounds for their suspicion.

Security guards at who suspect an individual of potential criminal behaviour without evidence or reasonable grounds for suspicion will be written up immediately and the consequences of making a stop or arrest based on one's race can result in employment termination and criminal charges.

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1.2.2 HARASSMENT POLICY

Harassment: *Any unwanted physical or verbal behaviour that offends or humiliates a person. Harassment is a form of discrimination.*

Examples of Harassment are, but not limited to:

- Making unwelcome remarks or jokes about someone's race, gender, religion, age, etc.
- Threatening or intimidating someone because of their race, gender, religion age, etc.
- Making unwelcomed and inappropriate physical contact with someone, such as touching, patting, or pinching.

Blackbird Security does not condone unwelcomed verbal or physical conduct. Breaches of this nature can lead to employment termination.

1.2.4 REASONABLE GROUNDS FOR ARREST

As a Blackbird Security employee, you are required to make your judgments based on the suspect's non-identity/race related behaviour and must follow the five-step requirements: approach, selection, concealment, continuity, exiting past point of purchase before taking action. All employees will be trained on reasonable grounds to arrest.

Examples of UNACCEPTABLE reasons for suspicion of criminal behaviour, include but are not limited to:

- *"because they looked suspicious"*
- *"I had a feeling they may steal"*
- *"They look like a criminal"*
- *"They looked at me strange"*

At Blackbird Security we consider reasonable grounds for arrest to be the following:

- *The security team or client has already experienced previous criminal behaviour from this individual*
- *The individual is under the influence of substance (alcohol, drugs, etc)*
- *The individual is threatening customers*
- *The individual is explicitly seen conducting criminal activity (ie. stealing, harming others, disturbing others).*

DIVERSITY & INCLUSION POLICY

1.3 POLICY ENFORCEMENT

To enforce the Diversity & Inclusion Policy, Blackbird Security will provide all employees with sufficient training, will actively monitor our employee feedback, will review the policy annually to remain current, will enforce the policy on a case-by-case basis and will ensure the policy is communicated to current and new employees.

1.3.1 TRAINING

All Blackbird Employees will be trained on how to appropriately make a stop or an arrest during their LPO training. Employees will also be tested on the contents of the Diversity & Inclusion Manual in order to ensure employees can conduct their response in the most appropriate manner.

1.3.2 MONITOR

All employees are expected to be aware of Blackbird Security's Diversity & Inclusion Policy and to share the responsibility of upholding these standards. If you feel that another employee is not upholding the policy, we expect you to notify someone from the Management team as soon as possible.

1.3.3 REVIEW

In order to maintain current, the Management team will review the Diversity & Inclusion Policy with the company Ownership on an annual basis.

1.3.4 ENFORCE

If a Client or another employee notifies Management that a member of Blackbird Security is not adhering to the Diversity & Inclusion Policy, this will be dealt with significant seriousness. Breach of the Diversity & Inclusion Policy violates Blackbird Security's company core values, our relationship with our clients and our responsibility to the community. Situations will be dealt with on a case-by-case basis by members of the team and the individuals involved. Breach of the policy can result in employment termination and police investigation.

COMMITMENT TO INDIGENOUS SUPPORT

The negative impacts experienced by Canadian Indigenous peoples from past colonialism and residential schools is a tragic truth that must be acknowledged by any contemporary company today. As the Government of Canada redefines the country's constitutional commitment to Indigenous peoples, we recognize that Blackbird Security can also play a role in improving indigenous inclusion & awareness in Canada.

While there is complicated history and relationship between Indigenous communities and security authorities, we recognize the responsibility of our industry to rebuild trust with indigenous communities.

The following are the first steps we are hoping to make to support the mend of these relationships:

BLACKBIRD SECURITY INDIGENOUS BURSARY - JIBC

Indigenous peoples are under represented in the security industry and Blackbird Security is making strides to help engage more indigenous talent through the Blackbird Security Indigenous Bursary, hosted by the Justice Institute of Canada. The bursary is open to all indigenous students of JIBC who are looking to enroll in Basic Security Training (BST) and their assessment. 3-4 students will be accepted every quarter.

SUPPORTING INDIGENOUS COMMUNITIES

Blackbird Security is a proud corporate sponsor of the Breakfast Club of Canada and donates 2500 breakfasts to children in need. Half of these donations are specifically allocated to children in rural indigenous communities.

INDIGENOUS AWARENESS CERTIFICATION

Blackbird Security requires all supervisors and managers to receive the Indigenous Awareness Certification, issued by Indigenous Awareness Canada. This training reviews Canadian Indigenous history, the impacts of residential schools and common misconceptions.

PROCUREMENT OPPORTUNITIES

Blackbird Security is proud to be a fair and non-discriminatory employer. Approximately 5% of our workforce currently identifies as indigenous persons and we look forward to seeing this number increase.

DIVERSITY & INCLUSION TRAINING

I _____ agree to the terms within the Diversity & Inclusion Policy during my employment at Blackbird Security. I understand that breach of the Diversity & Inclusion Policy can lead to employment termination and/or police investigation.

Date:

Signature:

Supervisor:

All employees are required to successfully pass the Diversity & Inclusion Quiz with a score of 100%. Unlimited attempts are permitted.

Witness:

Date training passed:

DIVERSITY & INCLUSION QUIZ

1. What are Blackbird Security's core values?

- 1.
- 2.
- 3.
- 4.

2. At Blackbird Security, we believe that having a diverse workforce results in making our company being more adaptable and competitive.

- a) True
- b) False

3. Security Guards are required to make stops and arrests based on:

- a) Their gut feeling
- b) Reasonable grounds (five step requirements)
- c) Your client's request
- d) Anytime

4. "Behavior involving physical force intended to hurt, damage, or kill someone or something", is the definition for:

- a) Harassment
- b) Discrimination
- c) Violence
- d) Security

5. If you commit an act of violence as a Blackbird Security employee, you are at risk of:

- a) Employment termination
- b) A promotion
- c) Police investigation
- d) Both answers a & c

DIVERSITY & INCLUSION QUIZ

6. At Blackbird Security, you should assume someone's potential criminal behaviour based on their race, age, status and gender.

- a) True
- b) False

7. What could be the result if you disobey the Diversity & Inclusion Policy?

- a) Employment termination
- b) A promotion
- c) Police investigation
- d) both a & c

8. It is appropriate to stop someone based on suspicious behaviour

- a) True
- b) False

9. If you must choose between severely hurting a suspect or letting them go with the item, which should you choose?

- a) Hurting them
- b) Letting them go
- c) It depends on the value of the item being stolen

10. If someone is yelling inappropriate and insulting slurs at you, you should...

- a) Yell insulting terms back at them
- b) Physically harm them
- c) Threaten them
- d) Do no engage with this person and report them to your supervisor or the police

DIVERSITY & INCLUSION QUIZ: ANSWERS

1. Respect, Integrity, Teamwork, Adaptability
- 2.a) True
- 3.b) Reasonable grounds (five step requirements)
- 4.c) Violence
- 5.d) Both answers a & c
- 6.b) False
- 7.d) Both a & c
- 8.b) False
- 9.b) Letting them go
- 10.d) Do no engage with this person and report them to your supervisor or the police