



# COMMISSIONAIRES

TRUSTED · EVERYDAY · EVERYWHERE



## Specialized Services, Security Solutions Where and When You Need Them

Commissionaires Nova Scotia (CNS) is an integral part of Canada's premier security provider and has been protecting people and property in Nova Scotia for more than 70 years.

CNS, with headquarters in Halifax and district offices in Kentville, Truro and Sydney, is certified to ISO 9001. With some 1700 Commissionaires located across the province, we provide a wide range of specialized services and security solutions where and when you need them at competitive rates.

Our members, most of whom have previous military or law enforcement service, must pass the Commissionaires Qualifying Course to meet the standards established by the Canadian General Standards Board for security guards, as well as the federal government security clearance and criminal records check. All are trained in the latest technology to manage different security systems. You can count on Commissionaires to bring experience, discipline and loyalty to each assignment.

CNS is recognized for maintaining high standards and providing quality service and client satisfaction regardless of the type, size or location of the assignment. In consultation with each client, we develop work site instructions and put into place a structured process for reporting and correcting any non-conformance. This process ensures we deliver services as promised.

Our clients include government agencies, business and industry, police forces, hospitals, educational and training institutions, air and seaports.

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## Specialized Services, Security Solutions

CNS offers a range of security, non-security, training and consulting services that combine the right technology and the right people to meet clients' requirements. No matter the type of assignment, we can customize our services and the required technology to meet your needs. And we look after all the paperwork, including pay and benefits and personnel issues.

### **Security Services Include**

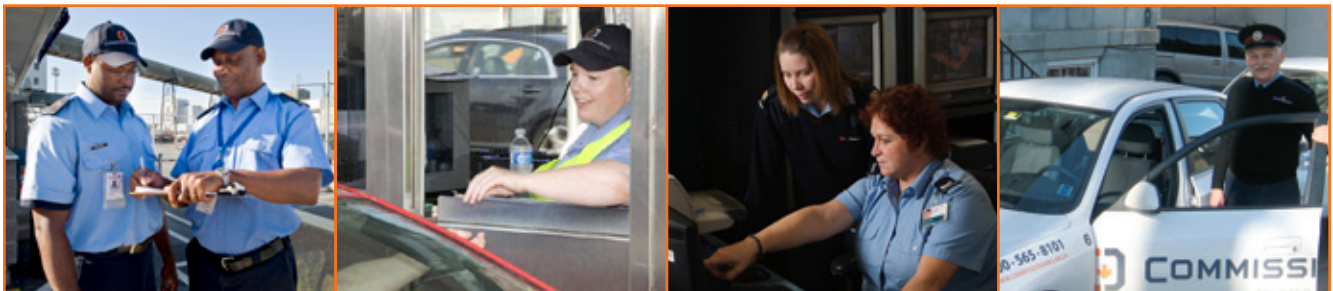
- Security personnel for guarding services (government and commercial)
- Premises and equipment checks
- Security surveys of property
- Video surveillance-monitoring
- Access and pass control
- Fire alarm checks
- Ground and air side airport security
- Crowd control
- Fingerprinting

### **Non-Security Services Include**

- Court services
- Administrative assistants
- Couriers
- Dispatchers
- VIP drivers and valets
- Quality control supervisors
- Toll booth monitors and cashiers
- Weigh scale operators
- Ground traffic controllers
- ID cards and specialty access card producers

### **Enforcement/Non-Core Police Services Include**

- By-law parking enforcement including meter inspection, cash handling
- Radar operation
- Guards and matrons
- Special constables, arrest processing, cell monitoring, vehicle dispatch
- Crime scene and evidence protection
- Accident investigation
- Canadian Police Information Centre data entry, retrieval and updating
- Police records checks



Photos by Steve Kaiser Photography



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## Identification Services

Identification services are provided at the Halifax, Truro and Sydney offices. In Halifax, the ID Services office is located downtown in the Maritime Centre (same building as Passport Canada office) and easily accessible via the Barrington/Salter Street entrance. Among the services available to individuals and the corporate community:

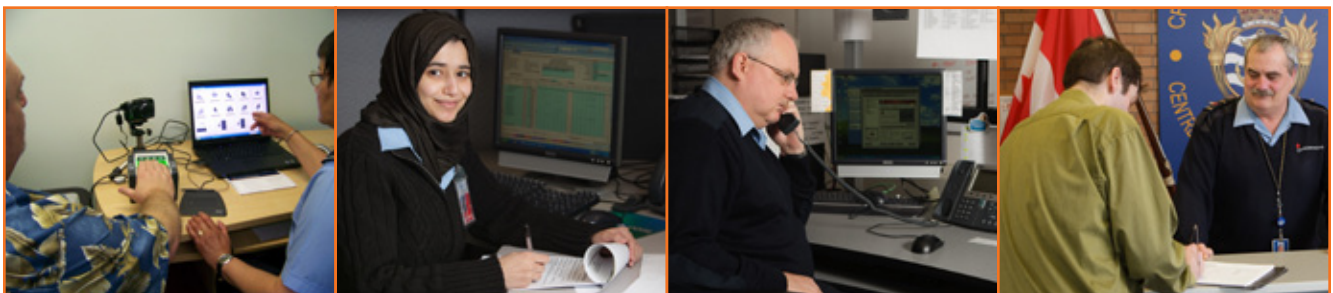
- Fingerprinting services, both digital and ink & roll, accredited by the RCMP
- Background checks, utilizing e-CPIC, including criminal record, employment certification
- Passport photos
- Commissioner of Oaths services

## Consulting, Training Services

We work with each client to ensure you meet and maintain high standards for safety, security, emergency and accident procedures. We identify relevant security and safety issues and concerns, create a security plan and implement appropriate policies and procedures for each work site as well as evaluate security systems (such as CCTV), training and related requirements.

At CNS' state-of-the-art training facility in the Burnside Industrial Park, Dartmouth, we provide the highest level of training for our members and for clients. The facility is certified by the Canadian General Standards Board to provide:

- **Security Guard training** prepares graduates with the skills and abilities in a number of areas, including security protocols/processes, high-tech security systems, crisis management response and emergency first aid/CPR
- **Supervisor training** to specified Canadian General Standards Specifications for uniformed security supervisors
- **Other training** including Occupational Health and Safety (OHS), Workplace Hazardous Materials Systems, first aid, CPR, workplace non-violent crisis intervention, talk/presentation techniques



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## CNS-Client Working Relationship

CNS provides trained and reliable personnel at competitive rates and we look after all the paperwork, including payroll and benefits for all assigned CNS staff and provide replacements for staff who are ill or on vacation. In addition we provide:

- **Supervision:** Inspections/visits are conducted by CNS managers on a no-notice, as well as pre-arranged basis, to ensure a high standard of dress and deportment and to maintain the highest level of service
- **Workers Compensation:** CNS is a member in good standing with the Workers Compensation Board
- **Employment Equity:** CNS is a member of the federal Employment Equity Program
- **Insurance:** CNS maintains a number of insurance policies covering its operations, including personnel and vehicle coverage
- **Billing Rate & Administration Fee:** The billing rate for CNS services is dependent on the level of job responsibility and difficulty. The regional manager can advise on rates. The billing rate includes an administration fee for Employment Insurance, Canada Pension, Workers Compensation, vacation pay, accident and life insurance. In addition, there is an additional cost for those members who work on statutory holidays included in the NS Labour Code.

## About Commissionaires Nova Scotia

The mandate of Commissionaires Nova Scotia, established in 1937, is to provide meaningful employment for men and women who have served in the Canadian Forces or the RCMP. It is one of 17 Divisions of the Canadian Corps of Commissionaires. Operating as a not-for-profit company enables CNS to provide members with fair wages and clients with quality service at competitive rates.

**Trust Commissionaires Nova Scotia to help manage all your security needs. We can help!**  
Check out our Web site: [www.commissionaires.ns.ca](http://www.commissionaires.ns.ca)

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