

# Slavery and Human Trafficking Statement

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## DEFINITION

**The Company:** Refers to Novate staffing Limited

## MODERN SLAVERY STATEMENT - 2019

The Company is committed to eliminating the exploitation of people under the Modern Slavery Act 2015 (The Act). The Company has always prided itself in taking an ethical stance in the way we manage our workforce and candidates from initial sourcing to assignment/placement. We are committed to ensure that there is transparency throughout our organisation with our applicants, clients, suppliers and staff.

This statement is published in accordance with section 54 of the Act.

Our legal responsibilities under the varied acts and regulations that as an employment agency/employment business we are required to comply with, for the basis for our policies and procedures and serve to reinforce what we consider to be a moral code of conduct that should be applied to all times in every aspect of our business.

These policies include:

Ethical Trading Policy

Whistleblowing and Public Interest Disclosure Policy

Health & Safety Policy

Anti-Bribery and Corruption Policy

Policies are developed by the Human Resources Department and authorised by the Board of Directors. All policies are reviewed on an annual basis or as necessary pending legal requirements.

## OUR SUPPLY CHAIN

In order to assess the risk of modern slavery, we use the following processes with our suppliers:

- When engaging with suppliers, we ask for evidence of their processes and policies, including commitments around modern slavery, human trafficking, forced labour, human rights, and whistle-blowing
- We conduct audits before entering into a commercial relationship with any business where there is the potential for risk. These audited businesses form the basis of our preferred supplier list.
- We review the potential for risk at regular intervals, including the possibility of re-auditing a supplier or conducting spot checks.

## OUR TRAINING

All of our staff receive training and support that is appropriate to their role. In particular:

All operational staff undertake specific recruitment process training that includes:

- Checking Right to Work in the UK
- Gangmaster Licencing Regulations
- Discrimination in Recruitment
- Modern Slavery and Human Trafficking

All of our staff receive awareness-raising information around issues involving modern slavery and human trafficking, so that they can bring any concerns they have to the attention of management.

## FUTRE STEPS AND REVIEW

The Company believes in seeking continuous improvement opportunities to raising standards. We will look to develop our policies, procedures and training to support our corporate and individual social responsibilities

Name: Sarah Ballantyne, Director

Date: 9/10/2019

Signed:



Review Date: April 2020