

## Modern Slavery Statement

This statement is made as part of Outsource UK's commitment to eliminating the exploitation of people under the Modern Slavery Act 2015 (the Act). It summarises how Outsource UK operates, the policies and processes in place to minimise the possibility of any problems, any risks we have identified and how we monitor them, and how we train our staff.

This statement is published in accordance with section 54 of the Act, and relates to the financial year June 2018 to May 2019. It was approved by the CFO on 22<sup>nd</sup> June 2018

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**Head of Communications & Compliance**

### 1 Our Business

Outsource UK is a limited company operating in the recruitment sector. We supply contract and permanent workers predominantly within the Financial Services, Public and Engineering & Defence sectors.

Outsource UK is an independent business.

#### 1.1 Who we work with

All of the hirers that we work with, and all of the work-seekers we provide, are known to and identified by our staff. All of the workers we supply are identified by our staff. Some of these work-seekers operate through their own limited companies. Some of our work-seekers are supplied via other businesses, who facilitate providing them to the eventual hiring company.

#### 1.2 Other relationships

As part of our business, we also work with the following organisations:

- APSCO
- IPSE
- the Recruitment and Employment Confederation ([www.rec.uk.com](http://www.rec.uk.com)) and the Institute of Recruitment Professionals ([www.rec-irp.uk.com](http://www.rec-irp.uk.com))

### 2 Our Policies

Outsource UK has a modern slavery policy.

In addition, Outsource UK has the following policies which incorporate ethical standards for our staff:

- Equality and Diversity

#### 2.1 Policy development and review

Outsource UK's policies are established by our senior leadership team based on advice from HR professionals, industry best practice and legal advice. We review our policies on a regular basis or as needed to adapt to changes.

### 3 Our Processes for Managing Risk

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

- We review the potential for risk at regular intervals, including the possibility of re-auditing a supplier or conducting spot checks.

After due consideration, we have not identified any significant risks of modern slavery, forced labour, or human trafficking in our supply chain. However, we continue to be alert to the potential for problems

Additionally, we have taken the following steps to minimise the possibility of any problems:

- We reserve the right to conduct spot-checks of the businesses who supply us, in order to investigate any complaints.
- We require the businesses we work with to address modern slavery concerns in their policies
- We collaborate with our suppliers in order to improve standards and transparency across our supply chain.
- Only senior members of staff who have undergone appropriate training for assessing modern slavery risks in the supply chain are authorised to sign contracts and establish commercial relationships in any area where we have identified the potential for risk.
- We ensure that all of our suppliers are members of appropriate industry bodies and working groups.

Our staff are encouraged to bring any concerns they have to the attention of management.

#### 4 **Our Performance**

Based on the potential risks we have identified, we have also established the following key performance indicators, which are regularly assessed by our senior leadership team:

- the percentage of workers supplied from our preferred supplier list
- the effectiveness of enforcement against suppliers who breach policies
- the amount of time spent on audits, re-audits, spot checks, and related due diligence
- the level of modern slavery training and awareness amongst our staff

We carefully consider our indicators, in order to ensure that we do not put undue pressure on our suppliers that might increase the potential for risk.

#### 5 **Our Training**

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

- 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.

As part of this, our staff are encouraged to discuss any concerns that they have.

Training is refreshed regularly.