

## **Modern Slavery Statement**

### **Introduction**

This statement sets out the actions which Autoclenz have taken to understand all potential risks in relation to Modern Slavery and its business and to put in place steps that are aimed at ensuring that no slavery or human trafficking is present in its own business or that of its supply chains. Autoclenz is absolutely committed to preventing slavery and human trafficking in its corporate activities.

### **Organisational Structure and Supply Chains**

This statement covers all the activities of the Autoclenz Group. It governs all our business dealings and the conduct of all persons or organisations with whom we contract directly or who we appoint to act on our behalf. We expect all who have, or seek to have, a business relationship with Autoclenz, and/or any member of our Group, to familiarise themselves with our anti-slavery policy and to act at all times in a way which is consistent with our anti-slavery policy.

### **Due Diligence**

With the exception of sub-contract labour our supply chain is limited and we procure goods and services from a restricted range of UK suppliers all of whom have been asked to complete a supplier questionnaire. We acknowledge that the majority of risk within these specific businesses lies with them but as a company we will seek to recognise any potential risks associated with Modern Slavery in our supply chain.

### **Responsibility**

All managers and office personnel are provided with access to our Company Handbook which contains all policies that govern their employment and it is their responsibility to read and understand the policies therein along with their obligations.

Modern Slavery Champions have been appointed throughout the company with specific teams assigned to them. Quarterly knowledge sharing sessions are held to ensure best practice.

The HR Department will liaise with other relevant departments such as the Operational and Administration Teams to ensure that risk analysis, investigations and due diligence in relation to modern slavery and human trafficking is carried out as required.

All employees have completed an E-Learning training course which will be repeated every 3 years, in addition, where considered appropriate, key employees will receive additional training on the issue of modern slavery. Autoclenz firmly believe that education promotes values, beliefs and attitudes that encourage individuals to uphold their own rights and those of others and creates pride in the ethical standards Autoclenz hold.

Autoclenz encourages all its workers, customers and other business partners to report any concerns related to the direct activities of the organisation, this includes any circumstances that may give rise to an enhanced risk of slavery or human trafficking. We endeavour to make it easy for employees and sub-contractors to make disclosures, without fear of retaliation, via our Helpline at [helpline@autoclenz.co.uk](mailto:helpline@autoclenz.co.uk) and the nature of the complaint will determine the Group's next course of

action. Our Employee Handbook contains a policy on Whistle-blowing and secure contact information to allow and encourage employees to report any activity without fear of reprisal in the first instance to their line manager or directly to the Finance Director. Contact details for the Public Concern at Work helpline are also provided.

We endeavour to carry out our own recruitment activities and carry out appropriate background checks. Personnel responsible for the recruitment activities within Autoclenz ensure that strict verification of potential employees/sub-contractors right to work and legal status is carried out. All such personnel have received training from the Home Office.

Regional Managers who are responsible for sub-contractors working on site receive training on Modern Slavery and sign a Recruiter Compliance Principles agreement on induction.

### **Awareness**

As well as training employees, the Group will raise awareness of modern slavery issues by emailing the Groups anti-slavery and human trafficking policy to all employees as well as it being made available on the Autoclenz Website. We expect employees to refer to this policy and understand what is required of them in relation to modern slavery. Our statement on modern slavery will be communicated to all suppliers, contractors and business partners at appropriate points during our business relationship with them and reinforced as appropriate thereafter.

### **During 2022, Autoclenz will endeavour to undertake the following activities;**

- Continue to conduct risk assessments of businesses in our supply chain to understand the risk associated with modern slavery and human trafficking. We will update our Supplier Assessment form to question fully their policies and practices in relation to identifying and eradicating modern slavery and human trafficking.
- Continue to display posters on modern slavery will be produced and displayed in every site from which Autoclenz operates which will include a confidential reporting hotline. The poster will be produced in multiple languages to ensure understanding for all employees and sub-contractors.
- Our Modern Slavery policy will be clearly communicated to all employees, our suppliers and customers.
- We will continue to develop employee awareness and reporting mechanisms if a case of slavery or human trafficking is suspected.
- We will continue to develop KPI measures to evidence our commitment to the principles of the Modern Slavery Act 2015

This statement has been approved by the Board of Autoclenz Holdings Ltd.

Grahame Rummery

13<sup>th</sup> September 2022