

# Modern Slavery Policy and Procedures



## Our Commitment

We recognise that modern slavery is a crime and a violation of fundamental human rights. We have a zero tolerance approach to modern slavery and are committed to acting ethically in all our business dealings and relationships and to implementing effective systems and controls to ensure modern slavery is not taking place in our own business or our supply chains. This includes any person or organisation who provides goods or services to us, including employment agencies supplying labour.

## Our Supply Chain

We require our suppliers to comply with the Modern Slavery Act 2015 and to commit to enforcing anti-slavery and human trafficking practices.

If you are involved with procuring goods and services through our supply chain, please ensure you are vigilant for potential signs of modern slavery. This could include:

- Workers who are dropped off together by someone else and who live at the same property
- Workers who appear malnourished, unkempt or withdrawn.
- Workers who have had to pay a fee to an individual or agency to gain work.
- Products or services that are far less expensive than the usual market rate

## Employment Agencies

If you are engaging permanent or temporary staff through an employment agency, make sure you use an agency from our Preferred Supplier List. This ensures that we know them to be reputable and ethical in their treatment of workers and to comply with the Modern Slavery Act 2015.

## Our Employees

We are only legally able to employ people who have the right to work in the UK. If your legal right to work in the UK or your immigration status changes, you must let us know and provide acceptable proof that you have the right to work in the UK. If you are unable to prove your eligibility to work in the UK, we may need to dismiss you as you would not be legally able to work for us.

All employees have a written contract of employment and our employment policies are set out clearly in our Employee Handbook.

## Whistleblowing

If you have concerns about potential modern slavery in our business or our supply chain, you are strongly encouraged to report the matter to any of the Edmont Directors. If you raise a concern, it will be taken seriously, investigated appropriately and as far as practicable kept confidential. You will not be blamed, subjected to any disciplinary action or victimised as a result of raising a concern.

## Melanie Fyans

Joinery and HR Director