

2021 - 2022

Modern Slavery & Human Trafficking Statement



Introduction

Jobandtalent UK Ltd. recognises the vital importance of tackling Modern Slavery and human trafficking (slavery, servitude, forced labour and human trafficking). Jobandtalent UK Ltd acts to achieve the highest ethical standards and to prevent and identify Modern Slavery and human trafficking within its businesses and supply chains.

We are committed to working with our suppliers to ensure they have appropriate ethical and responsible policies and processes in place and support them in closing any areas of risk these checks may identify.

About Our Business

Jobandtalent UK Ltd incorporates Jobandtalent Works Ltd, Single Resource Ltd, Extra Personnel Ltd and all trading subsidiaries (Extra Aviation, ep professional and Extra Drivers) and Extra Automotive Ltd.

Jobandtalent Works Ltd. is a limited company operating in the recruitment sector. We supply temporary workers in the Industrial, Food Packaging and Processing, Driving, Waste and Recycling sectors. Jobandtalent is part of the wider Jobandtalent Holding group.

Single Resource Ltd is an on-site managed service recruitment business, providing large scale volume temporary recruitment solutions within the warehouse, distribution and food manufacturing industries.

Extra Personnel Ltd is a specialist provider of industrial, transport, commercial, automotive and skilled & technical recruitment and includes the following trading subsidiaries:

ep professional recruits within 10 specific candidate sectors and offer temporary, permanent, interim and contract solutions across the UK. With a team of specialist consultants and expert resources working from our midlands hub, they use the latest technology in terms of candidate attraction. Specialisms include sales & marketing, HR, logistics, procurement, supply chain, finance and technical & engineering.

Extra Drivers is our specialist driving division and is a recruitment process outsourcing (RPO) company specialising in managed service provision on a nationwide basis. Extra Drivers provides a bespoke service for the supply of volume transport labour.

Extra Aviation is a specialised division with its own management structure which focuses on the intricacies of recruiting into the ever changing world of Aviation. We have a wealth of knowledge spread across the

teams which allows us to work with our Labour Users to ensure all due diligence is followed to ensure the right candidate for the industry.

Extra Personnel Automotive Ltd provides onsite managed services, remote and branch lead recruitment models for multiple site locations across the UK within the automotive sector.

As a group we are committed to working alongside any organisation which will support in the overall aim of reducing Modern Slavery within our supply chain and across the UK.

Exposure to Modern Slavery

We know that as a large supplier of labour, particularly to the food sector, multiple Modern Slavery risk factors may be present in our own operations and our supply chain and these may not be obviously apparent.

We also recognise that factors such as the current pandemic can affect those who are vulnerable and they may be at greater risk of falling victim to Modern Slavery and human trafficking.

As an ETI (Ethical Trading Initiative) member we adhere to the Base Code to ensure employment is freely chosen. We have identified our salient risks and set out our commitment to tackle and prevent these risks in our Forced Labour and Ethical Policy.

Policies and Procedures

Our Preventing Investigating Modern Slavery & Exploitation Policy (JT/IMSE) and Forced Labour and Ethical Policy (JT/FLE) set out the responsibilities of each individual within the business to identify and report any suspicions of potential cases of exploitation.

Our Responsible Sourcing and Supply Policy has been developed for the responsible sourcing and supply of workers which complies with national laws, global standards, and the ethical codes of our labour user clients which further sets out specific protections and access to remedy for all workers.

Our Standard Operating Procedures imbed our practice that all those in our operations and supply chains, remain vigilant during the entire on boarding and recruitment process to identify indicators (“Alert Flags”) of Modern Slavery and if any such concerns are present to handle these sensitively and professionally.

Collaborative meetings and processes are developed and implemented alongside our Labour Users to strengthen our ability to identify and prevent potential cases of Modern Slavery. As a member of Sedex (Supplier Ethical Data Exchange) we invite our clients to view data we hold on our ethical and responsible business practices.

Policies and procedures are developed and reviewed regularly to incorporate our findings from investigations by our trained Compliance Department alongside the relevant subject matter expert, and signed off at Director level.

In 2021, continuing into 2022, we have updated a number of policies including our whistleblowing policy which sets out the Company's commitment to high standards of ethical, moral and legal business conduct. In line with that commitment we encourage those who have serious concerns about any aspect of the organisations work to come forward and voice those concerns without fear of detriment.

We require all 2nd tier labour suppliers to adhere to applicable national laws and standards in relation to labour practices and human rights, including the Modern Slavery Act 2015 and have the appropriate policies in place.

We work alongside other likeminded recruitment businesses as part of the Compliance Intelligence Network (CIN); the aim of this group is to work together to combat Modern Slavery, share best practice and share information and intelligence on a local level.

In 2022, we developed an internal tackling modern slavery workshop to refresh our staff members' knowledge of alert flags, and what to do should they identify anything concerning.

In 2022, we partnered with Unseen, a UK charity which provides safehouses and support for survivors of trafficking and modern slavery. They also run the UK Modern Slavery & Exploitation Helpline, and work with individuals, communities, business, governments, other charities and statutory agencies to try to stamp out slavery for good.

Due Diligence Processes

We understand that our biggest exposure to Modern Slavery is within the recruitment process and so due diligence is expected from the first point of contact with our candidates and to be a constant presence through the employment relationship. These include:

Welfare Intelligence - All workers are invited to complete a welfare questionnaire via our online portal when they register with us. This highlights any Alert Flags and further welfare meetings are held where required.

Reporting on Intelligence – we report weekly on houses of multiply occupancy, dual bank accounts and mobile numbers to monitor potential indicators across our group. All concerns are investigated and we liaise with local councils to investigate all accommodation Alert Flags further.

Robust auditing – Our auditing process is in place to ensure all of our operations and partners in our supply chain adhere to our standards and comply with the relevant legislation / regulations and are, amongst other things, intended to identify any Modern Slavery practices or areas of potential risk to the supply chain.

2nd Tier Labour Providers - All 2nd tier labour providers are subjected to a due diligence audit prior to supply, and then, an annual audit. This is to ensure they hold a GLAA licence and meet our required

standards of supply, including, how they are applying and adhering to the applicable national laws and standards, their human rights policy and procedures, as well as labour practices and HSE. The output of these audits are assessed by the Quality and Compliance Department to monitor for areas of potential risk.

If a supplier's practices are found to be unsatisfactory or non-conformant, we will arrange a full audit inspection and address the outcome on a case by case basis, seeking external advice where appropriate. When required, we will collaborate with the 2nd tier agency to facilitate improvements in their supply standards to meet expectations.

Training and Awareness

We recognise that knowledge is key and all employees must complete our mandatory Modern Slavery training upon commencement of their employment and commit to preventing labour exploitation by agreeing to our "Recruiter Compliance Principles".

Bespoke training is given to those locations identified at higher risk, using previous cases and investigations as training material.

Newsletters highlighting recent Modern Slavery suspicions in the community and how we have tackled Modern Slavery, along with posters are routinely published across the business to reinforce our commitment to tackling Modern Slavery.

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The attendance of roadshows, webinars and workshops provided by external companies such as the Association of Labour Providers, Stronger Together and the Gangmaster Labour and Abuse Authority is promoted to all relevant staff and top level management in order to maintain knowledge and distribute across the business.

Single Resource remains as a business partner of Bright Future. Bright Future is an initiative created by the Co-op to offer paid work placements leading to a non-competitive job interview for survivors of Modern Slavery. We will continue to partner with our participating Labour Users to launch and raise greater awareness of Bright Future through 2022.

Summary

Jobandtalent commits to ensuring we operate towards the best practices at all times. Evidence of this can be seen through the Stronger Together website, which shows we have taken the relevant steps to become a Business Partner of Stronger Together since 2015.

By continually assessing the risks of any form of Modern Slavery taking place within our operations and implementing processes and policies to try to minimise these risks, we are able to support the relevant Government authorities in reporting any identified situations, and as such protect our business, our Labour Users businesses and first and foremost, our workers.

Declaration

This statement has been made in accordance with the reporting requirements of Clause 54, Part 6 of the UK Modern Slavery Act for the year ending 31 December 2022.

This statement was approved by:



Kate Cornell

CEO UK

11 / 02 / 2022