

Definition of Slavery:

Slavery is where ownership is exercised over a person; servitude involves the obligation to provide services imposed by coercion; forced or compulsory labour involves work or service exacted from any person under the menace of a penalty and for which the person has not offered himself voluntarily; human trafficking concerns arranging or facilitating the travel of another with a view to exploiting them.

Antac Support Services will ensure that it will comply with the Modern Slavery Act 2015 and is putting strict measures in place to ensure that no slavery is part of any of our business operations that includes our supply chains, goods and services.

An overview of the Company's organisational structure, its business and supply chains is as follows:

We work within a variety of sectors; Window Cleaning, Building Services, Mechanical & Electrical, **Cable Management**, Office **Cleaning Services** and Carpet Cleaning. We employ permanent staff on fixed term contracts. Where there is a fixed term contract it is completed in a moral way with no exclusivity clause and with as much flexibility for the staff as for the organisation.

Antac Support Services Ltd only operates within the UK. It was set up in 2001, and is split up into separate divisions. These divisions are sectioned by geographical split within the UK; North, Midlands and South and it is overseen by 5 key Directors.

We are working to identify any issues and practices within the source of our goods which are not compliant with Antac Support Services values, including following the full supply chain for products that we use.

All suppliers are asked to complete a supplier questionnaire before a contract is set up with them. This evaluation form covers to the following areas;

- checking employer, product, public liability and professional indemnity insurance,
- checking compliance with ISO9001/2 quality standard
- review of the health and safety culture including OHSAS 18001 certificate
- certification with ISO 14001 environmental standard
- SAFE contractor award

Based from our head office in High Wycombe, Antac operates according to a number of divisions all within the UK. We subcontract from a number of private sector organisations i.e. ISS, Compass, Sodexo, CarillionAmey etc.

Antac Support Services embraces socially responsible trading as part of SEDEX and wherever possible we use Fairtrade ingredients. We audit our suppliers to ensure their production sites meet our very high standards and we work with customers to ensure optimum environmental friendliness. This will also extend to their employment practices and procedures to ensure that no slavery or human trafficking exists in their business.

Our supplier Code of Conduct requires any recruitment agencies we use, we will ensure that they have strict compliance to this Act and require confirmation from them that no agency worker is being exploited as part of any slavery or human trafficking.

We have a Recruitment and Selection Policy that ensures compliance with equal opportunities and states that recruitment agencies go through the same evaluation as other suppliers.

If it is established that any employee has committed any offence as follows:

- the person holds another person in slavery or servitude and the circumstances are such that the person knows or ought to know that the other person is held in slavery or servitude, or
- the person requires another person to perform forced or compulsory labour and the circumstances are such that the person knows or ought to know that the other person is being required to perform forced or compulsory labour.

They will be subject to the Company's Disciplinary Process.

If a supplier is found to have committed any of the above, then Antac will cease trading with them immediately and will report them to the Police authorities.

Antac will provide suitable training for all employees to ensure that they are aware of this Statement and can be vigilant in identifying and reporting any concerns they have.

We have Business Ethics and Integrity and Code of Conduct policies for all employees to comply with.

1.0. Policy Owner

This policy is owned and maintained by the Commercial Director.

2.0. Policy Review Date

Date last reviewed 01/09/2017

Date of next review 01/09/2018