

## SLAVERY AND HUMAN TRAFFICKING POLICY STATEMENT

Slavery and Human Trafficking are activities made illegal by the Modern Slavery Act 2015. This Act introduced a number of measures to prevent slavery and human trafficking including reporting on our workforce, confirming that our employees are no enslaved or trafficked and actively monitor our supply chain.

### Our workforce

Principle Cleaning Services is committed to do our part towards the prevention of modern slavery and human trafficking. The Company currently employs 2273 people, this includes our staff on site, Management and Head Office personnel.

All staff are vetted according to our Vetting Policy, paid above minimum wage and directly into their own bank accounts. The HR department is responsible for checking all new employee documents to ensure they comply with the policy.

Our Whistleblowing Policy ensures that employees are able to discuss any concerns they may have with a member of HR or Line Management. Staff are encouraged to communicate any suspicions they may have and if they think a colleague may be affected by slavery or trafficking. The Company has a confidential email address to HR as well as a helpline which is also run by HR where staff can air their concerns or leave a message should they wish to remain anonymous.

### Our Supply Chain

The Company works with a number of subcontractors and suppliers who enable us to deliver our service to our clients. All our subcontractors must complete a pre-qualification questionnaire and supply compliance documentation before being approved.

Our main subcontractors are closely managed by our Operations Team, compliance checks are made on a yearly basis, and quarterly KPIs are monitored.

Compliance audits of our subcontractors will also include checks on their own Modern Slavery Policies and company risk assessments. We have identified that our suppliers own supply chains may be a high risk where factory work, including out of the UK, may take place. It is therefore our responsibility to ensure that our suppliers are themselves monitoring their contractors.

### Commitment to 2018

Principle Cleaning Services will ensure

- this policy is communicated to our workforce
- the vetting process is monitored and remains effective
- HR details are available to staff on all sites as is our Whistleblowing Policy
- Review risk assessment identifying potential high risk activities/areas
- Carry out random audits on our contractors in relation to vetting of staff and contractors

Principle Cleaning Service' Board of Directors will remain committed to the prevention of Modern Slavery and Human Trafficking ensuring that an active approach is taken at all levels.

This policy will be reviewed and commitments made on annual basis by the Board.



**Lilia Lamberto**  
HR & Support Services Director

Reviewed on 8<sup>th</sup> January 2018