



SAPPHIRE SERVICES LTD

MODERN SLAVERY & TRAFFICKING POLICY STATEMENT

We understand that exposure to Modern Slavery is within the recruitment process and undertake to raise awareness within the business in order to identify any potential situations from the first instance.

At Sapphire Services we comply with the Modern Slavery Act 2015 and highlights the steps we take to ensure there is no slavery or human trafficking occurring within our organisation or it's supply chains.

We expect our clients to aim for high ethical standards, have a policy for Modern Slavery and Trafficking in accordance with the slavery act 2015 and to operate in an ethical, legally compliant, and professional manner by working.

Due diligence is expected throughout the whole recruitment process and throughout the workers employment within the business. Sapphire Services has strict checks on all candidates it supplies. We verify the identity of each worker and their right to work before work position commences. Also, information and details given are monitored to identify houses of multiple occupancy and dual bank accounts, with all workers receiving information on exploitation and the relevant contact details should they require further advice. Staff meetings are held where required as an additional check to highlight "Alert Flags" of possible exploitation.

All new internal employees are invited to attend a company induction which will provide information on the business, our values, policies and procedures and information on Modern Slavery. They are also asked to access www.gov.uk/government/publications to enhance knowledge and understanding. This enables staff to access a range of information including the Modern Slavery Awareness Booklet which includes topics such as:

- The definition of modern slavery and prevalent types in the UK
- Spotting the signs
- Victims & barriers

Sapphire Services commit to ensuring we operate towards best practice at all times.

By implementing and continually reviewing checks which minimise the risk of any form of modern slavery taking place within our operations, we are able to support the relevant government authorities in reporting any identified situations, and as such protect our business, our clients' businesses and first and foremost, our workers.

Signed

Date 3rd January 2025

John Fletcher
Company Director

Review date for this document 3rd January 2026 or when circumstance / legislation indicates.