

SLAVERY & HUMAN TRAFFICKING POLICY

Policy brief & purpose

Manchett Cleaning takes the treatment of employees seriously and fully understands that modern slavery is a crime and a violation of fundamental human rights.

We are committed to acting ethically in all our business dealings and relationships to implementing and enforce effective systems and controls to ensure modern slavery is not taking place in our business or our supply chain.

Scope

This policy applies to all employees and contractors of our company.

Policy elements

We are committed to ensuring there is transparency in our own business and in our approach to tackling modern slavery throughout our supply chain, under the **Modern Slavery Act 2015**. This policy applies to all persons working for Manchett Cleaning Ltd or on our behalf in any capacity, including employees at all levels, Directors, agency workers, Subcontractors and any third-party representatives.

Compliance with the Policy

The Directors here at Manchett Cleaning Ltd has primary responsibility for implementing this policy, monitoring its use and effectiveness, dealing with any queries about it.

All staff, third parties and Subcontractors must ensure that they read, understand and comply with this policy. The prevention, detection and reporting of modern slavery in any part of our business or supply chain is the responsibility of all those working for us or under our control. All staff, thir parties and Subcontractors are required to avoid any activity that might lead to, or suggest, a breach of this policy. You must notify the Director as soon as possible if you believe or suspect that a conflict with this policy has occurred.

We are committed to ensuring no one suffers any detrimental treatment as a result of reporting in good faith their suspicion that modern slavery of whatever form is or may be taking place in any part of our own business or in any of our supply chain.

Communication and Awareness of the Policy

Training on this policy regarding modern slavery in its supply chain, forms part of the induction process for all individuals who work for us, and regular training will be provided as necessary. Our zero-tolerance approach to modern slavery must be communicated to all suppliers and Subcontractors at the outset of our business relationship with them and reinforced as appropriate thereafter.

Breach of the Policy

Any employee who breaches this policy will face disciplinary action, which could result in dismissal for misconduct or gross misconduct. We may terminate our relationship with any suppliers or Subcontractors working on our behalf if they breach this policy. Further information The Company will review policies and procedures periodically to reflect changes in legislation, good practice etc.



Signed:

Date: December 2019

Managing Director

Review Date: December 2020