

## **Our Commitment to the Principles of Modern Slavery Act 2015 and Human Trafficking.**

Modern slavery is a crime and a violation of fundamental human rights. It takes various forms, such as slavery, servitude, forced and compulsory labour and human trafficking, all of which have in common the deprivation of a person's liberty by another in order to exploit them for personal or commercial gain.

### **Statement 2024**

This statement is made in accordance with section 54(1) of the Modern Slavery Act 2015 and sets out the steps we have taken to minimise the risk of modern slavery in our business and supply chains.

Although we are under no obligation to have a Modern-Day Slavery Policy due to our turnover being below 36 Million, we feel it is good practice to create this statement to demonstrate our understanding, compliance and the serious attention we give to human trafficking and Modern Slavery.

### **Introduction**

Optimise is committed to preventing slavery and human trafficking occurring in any of its activities. As a professional organisation, we have a zero-tolerance approach to modern slavery, and we are committed to acting ethically and with integrity in all our business dealings and relationships and to implement and enforce effective systems and controls to ensure modern slavery is not taking place in our own organisation or with those either end of our supply chain

This commitment is evident through our company policies and statements, which aim to uphold the highest ethical and professional standards. We ensure the adherence to policy commitments and compliance of current Government legislation and regulations.

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### **Our organisational structure and operations**

Optimise is a service provider, working across a range of services from industry leaders, managers and professionals to young people, apprentices, policymakers.

The majority of our suppliers and contractors are based in the UK.

Optimise has a total annual turnover of 1 million.

### **Our commitment to the principles of the Modern Slavery Act 2015**

Optimise is committed to the principles of the Modern Slavery Act 2015 and the abolition of modern slavery and human trafficking.

As an equal opportunities' employer, we are committed to creating and ensuring a non-discriminatory and respectful working environment for our staff.

Our policies are designed to safeguard employees from abuse or coercion.

We want all our staff to feel confident that they can expose wrongdoing without any risk to themselves.

Our recruitment and people management processes are designed to ensure that all prospective employees are legally entitled to work in the UK.

We do not enter into business with any organisation, in the UK (or abroad), which knowingly supports or is found to be involved in slavery, servitude and forced or compulsory labour.

### **Policies relating to slavery and human trafficking**

Our **Modern Slavery Statement** is posted on our website together with other company statements and policies.

We act in accordance with our **Prevention Of illegal Workers Policy**. Our recruitment process is in line with said statement and **Right To Work Check list**.

Documents: List A | B Groups 1 | 2 are all checked and verified conforming with the rules in the Home Office Guidance and retained for a minimum of 2 years.

All these practices reflect our commitment to implementing and enforcing effective procedures and controls to minimise the risks of human trafficking and other modern slavery practices infiltrating our business operations and acting ethically and with integrity in all our business activities and relationships.

#### **Summary guidance for preventing illegal workers in the UK**

<https://assets.publishing.service.gov.uk/media/5a7b94a8e5274a7318b8f97c/summary-guidance.pdf>

Due to the nature of our small business, we assess ourselves to have a low risk of modern slavery in our business and supply chains

### **Previous action**

The incorporation of the Modern Slavery Statement into our Employee Handbook.

Right to work Check List and Prevention Of illegal Workers Policy is implemented in our recruitment process | Staff Inductions

Various staff have undertaken relevant training.

### **Current action**

We aim to take the following further steps over the course of the next financial year April 2024 to March 2025:

- Ensure that all staff involved in buying or procurement and the recruitment and deployment of workers receive training on modern slavery..
- Ensure that all staff deployed on site and various other working environments are also aware of the Modern Slavery Act and receive appropriate training in prevention, detection, raising and reporting genuine solicitude regarding an issue in suspicion of modern slavery.
- Consider how we can increase the attention of our suppliers/clients to zero tolerance to modern slavery.
- This statement will be reviewed and updated each year.
- Appropriate training for all staff continued on an annual basis.

Signed 

**Paul Osborn**

**Director**

**Helpline/reporting link – Entered onto website**

<https://www.modernslaveryhelpline.org/report>

*Policies regarding Prevention of illegal workers & Employees right to work check lists is available from the office.*