



Modern Slavery Statement

This statement has been produced in accordance with the Modern Slavery Act 2015, section 54. It constitutes our Modern Slavery Statement for Total Support Services Ltd for the financial year ending 30th June 2022. The group is referred to as TSS throughout this statement.

OUR COMMITMENT

TSS is opposed to all forms of unethical business behaviour. We recognise the harmful impact that modern slavery has on individuals and society, and we are committed to helping prevent these illegal practices.

TSS acknowledges its responsibilities in relation to tackling modern slavery and commits to complying with the provisions in the Modern Slavery Act 2015. TSS understands that this requires an ongoing review of both its internal practices in relation to its labour force and, additionally, its supply chains.

TSS does not enter into business with any other organisation, in the United Kingdom or abroad, which knowingly supports or is found to involve itself in slavery, servitude and forced or compulsory labour.

No labour provided to TSS in the pursuance of the provision of its own services is obtained by means of slavery or human trafficking. TSS strictly adheres to the minimum standards required in relation to its responsibilities under relevant employment legislation in the UK, and in many cases exceeds those minimums in relation to its employees.

SUPPLY CHAINS

In order to fulfil its activities, the Business's main supply chains include those related to the provision of services such as waste management, washroom services and window cleaning as well as the provision of consumable items such as toilet rolls, hand towels, soap etc as well as uniform items such as polo shirts, tabards, jumpers etc. We understand that the Business's first-tier suppliers are service providers and therefore have further contracted relationships with lower-tier suppliers.

POTENTIAL EXPOSURE

TSS considers its main exposure to the risk of slavery and human trafficking to exist within the lower tier supply chain where an items production may involve the provision of labour in a country where protection against breaches of human rights may be limited.



In general, TSS considers its exposure to slavery/human trafficking to be relatively limited. Nonetheless, it has taken steps to ensure that such practices do not take place in its business nor any organisation that supplies goods and/or services to it.

STEPS

TSS carries out due diligence processes in relation to ensuring slavery and/or human trafficking does not take place in its organisation or supply chains, including conducting a review of the controls of its suppliers.

TSS has not, to its knowledge, conducted any business with another organisation which has been found to have involved itself with modern slavery.

In accordance with section 54(4) of the Modern Slavery Act 2015, TSS has taken the following steps to ensure that modern slavery is not taking place:

- Reviewing supplier contracts to include termination powers if the supplier is, or is suspected, to be involved in modern slavery
- Reviewing supplier policies to ensure that they are up to date and relevant
- Ensuring staff are aware of the Business's zero-tolerance policy towards modern slavery
- Providing training to employees to ensure they understand all forms of modern slavery and how to confidentially report any suspicions of modern slavery in the workplace

If modern slavery is exhibited or suspected by TSS originating from a supplier:

- The supplier is to be immediately suspended as an approved supplier
- Further checks made with the supplier to confirm or deny any suspicions
- If suspicions are founded, then the supplier is to be removed from our approved supplier list
- In addition, any customer or supplier found to be in breach of the Modern Slavery Act 2015, may have contracts which exist between TSS and the supplier cancelled

KEY PERFORMANCE INDICATORS

TSS has set the following key performance indicators to measure its effectiveness in ensuring modern slavery is not taking place in TSS or its supply chains.

- All staff in TSS to be fully conversant with its modern slavery policy and signed off within the HR system that they have completed this task



- First-tier suppliers to have their slavery policies checked and monitored on an annual basis
- All suppliers used within TSS to be checked for overall quality and adherence to the Modern Slavery Act 2015. Suppliers who do not come up to the required standard will be removed from our approved supplier list until such time as they do

TRAINING

TSS will provide the following training to staff to effectively implement its stance on modern slavery:

- Induction training covering all our internal policies including modern slavery
- Training to anyone involved in procurement to explain what we are looking for when considering a new supplier to add to the approved supplier list
- Annual refresher training for all staff to review and sign off

We will continue to develop our approach, review our progress and publish an updated statement annually.

This statement is approved by the TSS Board of Directors in relation to the financial period ending 31st June 2022.