

Modern slavery statement 2019/20

This statement is made pursuant to Section 54 of the Modern Slavery Act 2015 and sets out the steps that Accuracy Matters Ltd (AM) has taken and is continuing to take to ensure that modern slavery or human trafficking is not taking place within our business or supply chain.

Modern slavery encompasses slavery, servitude, human trafficking and forced labour. AM has a zero-tolerance approach to any form of modern slavery. We are committed to acting ethically and with integrity and transparency in all business dealings and to putting effective systems and controls in place to safeguard against any form of modern slavery taking place within the business or our supply chain.

1. Our business

We are a micro-enterprise providing editorial services to clients in the UK and Europe. We have 65 suppliers (freelance associates) who are mainly UK-based. Three of our suppliers spend part of the year working abroad (in Spain, Hungary and Australia)

2. Our policies

We operate a number of internal policies to ensure that we are conducting business in an ethical and transparent manner. These include:

Modern slavery – code of conduct

This policy sets out the organisation's stance on modern slavery and explains how employees can identify any instances of this and where they can go for help.

Recruitment policy

We operate a robust recruitment policy, including conducting eligibility to work in the UK checks for all employees to safeguard against human trafficking or individuals being forced to work against their will.

HR policy

We have zero tolerance of any threat of physical or sexual violence, harassment or intimidation against employees and their family, or close associates. Our policies are clearly defined and communicated to all employees. All our employees are treated fairly and equally, and are paid at least the national minimum wages. Our employees won't be forced to work in excess of the number of hours permitted in law, and normal working hours won't exceed 48 hours per week on average, unless the employee agrees.

3. Our suppliers

AM operates a supplier policy and maintains an approved supplier list. We conduct due diligence on all suppliers before allowing them to become an approved supplier. This due diligence includes an online search to ensure that particular organisation has never been convicted of offences relating to

modern slavery. Our modern slavery code of conduct forms part of our contract with all suppliers and they are required to confirm that no part of their business operations contradicts this policy.

In addition to the above, as part of our contract with suppliers, we require that they confirm to us that:

- they have taken steps to eradicate modern slavery within their business
- they hold their own suppliers to account over modern slavery
- they pay their employees at least the national minimum wage/national living wage (as appropriate).

We may terminate the contract at any time should any instances of modern slavery come to light.

4. Training

We conduct annual training for our staff so that they understand the signs of modern slavery and what to do if they suspect that it is taking place within our supply chain.

5. Our performance indicators

We will know the effectiveness of the steps that we are taking to ensure that slavery and/or human trafficking is not taking place within our business or supply chain if no reports are received from employees, the public, or law enforcement agencies to indicate that modern slavery practices have been identified.

6. Approval for this statement

This statement was approved by the Board of Directors on 5 June 2019.

Name (Director) Rachel Davis

Signature

Date June 2019