

Symec Technologies
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Anti-Slavery Policy

A) ORGANISATION

This statement applies to Symec Technologies Ltd (referred to in this statement as 'the Organisation'). The information included in the statement refers to the financial year 2018/2019.

B) ORGANISATIONAL STRUCTURE

The main Head Office is at 10 Brook Office Park, Emersons Green, Bristol, BS16 7FL. The majority of employees operate from this office, departments include: Warehouse, Sales, Finance, Operations and Senior Management.

Symec Technologies Ltd, also operates from one office which is based in Poznan, Poland. This facility based at the following address: Kasztanowa 2 A, 64-320 Niepruszewok is used to repair all devices.

Symec specialise in the supply, installation, maintenance and support of rugged mobile data capture devices, phones, tablets, RF wireless networks, EPOS solutions, label printing solutions, voice picking solutions and network solutions.

We offer over 80 combined years' industry experience and a high level of technical resource in-house from our Central European and UK locations.

Demand for our product is consistently high throughout the year and is therefore not seasonal.

The labour supplied to the Organisation in pursuance of its operation is carried out in the UK & Poland.

C) DEFINITIONS

The Organisation considers that modern slavery encompasses:

- Human trafficking;
- Forced work, through mental or physical threat;
- Being owned or controlled by an employer through mental or physical abuse of the threat of abuse;
- Being dehumanised, treated as a commodity or being bought or sold as property;
- Being physically constrained or to have restriction placed on freedom of movement.

D) COMMITMENT

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

The Organisation 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 the Organisation in the pursuance of the provision of its own services is obtained by means of slavery or human trafficking. The Organisation strictly adheres to the minimum standards required in relation to its responsibilities under relevant employment legislation in the UK and Poland.

E) SUPPLY CHAINS

In order to fulfil its activities, the Organisation's main supply chains include those related to various suppliers within the UK.

F) POTENTIAL EXPOSURE

In general, the Organisation 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 the business of any organisation that supplies goods and/or services to it.

G) STEPS

The Organisation 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.

The Organisation 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, the Organisation has taken the following steps to ensure that modern slavery is not taking place:

We have developed a risk-based approach to the assessment of the possibility that Modern Slavery exists within Symec Technologies supply chain. Those undertaking the assessment have reviewed all suppliers. For each supplier information has been collected as to the identity of the actual supplier, the services or goods provided to Symec Technologies business, and the contract value. When undertaking the assessment, several factors were then considered which are broadly (1) location where the service or goods are supplied, (2) the industry sector from which the services or goods is provided, and (3) the labour practices specific to the industry and the location from which the particular services or goods are supplied.

H) KEY PERFORMANCE INDICATORS

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

- Where possible, we build long standing relationships with local suppliers and make clear our expectations of business behaviour.
- With regards to national or international supply chains, our point of contact is preferably with a UK or Ireland company or branch. We expect these entities to have suitable anti-slavery and human trafficking policies and processes.
- We have systems in place to encourage the reporting of concerns and the protection of whistle-blowers.

I) POLICIES

The Organisation has the following policies which further define its stance on modern slavery these can be found in our company handbook.

J) TRAINING

To ensure a high level of understanding of the risks of modern slavery and human trafficking in our business and supply chains, we will be providing training to our employees via our SharePoint portal. This will be completed by the end of next financial year, 31 July 2020.

K) SLAVERY COMPLIANCE OFFICER

The Organisation has a Slavery Compliance Officer, the Office Manager to whom all concerns regarding modern slavery should be addressed, and who will then undertake relevant action regarding the Organisation obligations in this regard.

This statement is made in pursuance of Section 54(1) of the Modern Slavery Act 2015 and will be reviewed for each financial year.

Date of approval: April 2020

Signed:

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Phil Bruce
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Phil Bruce