

Anti-Slavery and Human Trafficking Statement 2020/2021

This statement sets out the steps the University of Reading has undertaken and continuing to take to ensure that modern slavery or human trafficking is not taking place within our organisation or supply chain.

The University of Reading is committed to promoting good practice in its activities, and human trafficking

Organisational structure

The University of Reading is an independent chartered corporation with limited liability status. It is based in the United Kingdom. The objects of the University, as set out in its Charter of Incorporation, are for the public benefit to advance education, learning and research through the provision, support and maintenance of a University.

The University of Reading has a number of subsidiary companies which form part of our Group. Our subsidiary companies are set out in the University's Companies Register and they operate in the United Kingdom. In total, the University Group has over 4200 employees worldwide.

We have a global annual turnover of £1.2 billion.

Our policies

We are committed to the prevention of modern slavery or human trafficking in any part of our business.

We have robust recruitment and employment practices in relation to both employees and workers including rigorous checking of immigration and right to work documents and ensuring that anyone undertaking work on the University site is recruited in line with relevant legislation.

Our Policies and Procedures are designed to promote high ethical standards and with integrity in all our business relationships. We have effective systems and controls to ensure slavery and human trafficking is not taking place anywhere in our business.

The University has a supplier code of conduct that promotes ethical standards. The code of conduct sets out the matching behaviors that we expect of suppliers who are delivering goods or services to the University. The code of conduct covers social responsibility, environmental compliance, employment conditions and grievance resolution.

The Procurement Policy

<http://www.reading.ac.uk/procurement/index.html>
policyteam@ac.rdg.ac.uk

The University of Reading is committed to conducting its business ethically and in a responsible manner. This includes the way in which we spend our money, including the way in which we spend our money on goods and services. We are committed to ensuring that our procurement processes are fair, transparent and that we are getting the best value for money. We are also committed to ensuring that our procurement processes are compliant with the relevant legislation and regulations. The University's Procurement Policy and Procedures can be found here:

<https://www.reading.ac.uk/procurement/index.html>

Our suppliers

The University spends approximately £610m each year. We work with a number of suppliers based in the UK and globally.

The University has a zero-tolerance approach to modern slavery and human trafficking. We are committed to ensuring that our procurement processes are compliant with the relevant legislation and regulations. We are also committed to ensuring that our procurement processes are fair, transparent and that we are getting the best value for money. We are also committed to ensuring that our procurement processes are compliant with the relevant legislation and regulations. We are also committed to ensuring that our procurement processes are fair, transparent and that we are getting the best value for money.

Due Diligence

As part of our initiative to identify and mitigate risk, we have implemented a due diligence process in place:

- Strict procurement processes are in place, including the requirement for suppliers to provide evidence of compliance with the relevant legislation and regulations that relate to the relevant jurisdiction in which the suppliers operate and/or supply.
- Our tender documents are based on the government's Modern Slavery Act 2015 questionnaire.
- We have included a Modern Slavery Act 2015 agenda for contract review meetings.
- We have included a Modern Slavery Act 2015 clause in our contracts and that these obligations are flowed down to our sub-contractors of suppliers.

We have a dedicated compliance team, which consists of involvement from the following key departments:

- Legal Services
- Internal Audit
- Human Resources
- Sustainability and Development
- Procurement, and
- Governance

Training and awareness

To ensure an appropriate level of understanding of the risks to our human trafficking in our supply chain, supply chain and our business, we continue to identify suitable training and have reported our activities to relevant

All staff involved in procurement activity are asked to regard our training as Higher Education Procurement Academy

The Procurement Board to review and approve the Procurement Policy.

2020/2021 Activity

During 2020/2021, the University has undertaken the following activities:

- Procurement Board reviewed and approved the Procurement Strategy which embeds Responsible Procurement within it.
- The Supplier code of conduct was issued out to all suppliers and included in the tender documentation.
- The University of Bradford continues to work with Electronics Africa to monitor our supply chain. This has included attending the webinars providing details of spend and supply chain activity.
- Procurement staff carried out training on Protecting Human Rights in the Supply chain.
- University continues to work with its investment manager in investing from fossil fuels, as well as the introduction of the sustainably sourced paper and sustainably sourced catering products.
- Developed the terms of reference for the Responsible Procurement group and identified the membership.
- Join the IUPC/SIIPC Responsible Procurement group.

2021/2022 Activity

During 2021/2022, the University intends to take the following further steps to combat slavery and human trafficking:

- a) Set up the Responsible Procurement group.
- b) Consistently include a robust slavery and human rights section in all tenders (and other responsible procurement strategies).
- c) Focus on specific high risk categories such as construction, where supply chains are safe.
- d) Use of tools such as:
 - o the CIRR Core UNGP Indicator Assessment
 - o the Modern Slavery Registers 5FTS1000 scoring methodology
 - o the Know The Chain Knowledge Methodology
 - o the Marks & Spencer's Supplier

- e) Involvement of staff or groups in discussion (HR, Legal, Estates)
- f) Work with Research Centre to ensure that Modern Slavery is considered when dealing with in partnerships, done
- g) Provide information for Universities, on their responsibilities they have as consumer via the Procurement newsletter
- h) Include in our organisations that have a strong standing
- i) Supplier and Supplier Questionnaire with Responsible Procurement Questions including Modern Slavery
- j) Look at the new BSI standard on modern slavery
- k) undertake a thorough review view to strategising and

Approval of the statement

This statement is made pursuant to section 54(1) of the Modern Slavery Act 2015 and constitutes the University of Reading's Group slavery and human trafficking statement for the year 2014/15.

Pauline
