

Modern slavery statement

Organisation

This statement applies to Shift F5 Limited (referred to in this statement as 'the Organisation'). The information included in the statement refers to the financial year 2021/2022.

Organisational structure

The organisation operates from one centralised office in Manchester and one additional office location in Cheshire, in the North West of the United Kingdom from which all employees work.

The organisation is controlled by a board of Directors.

The main activity carried out by the Organisation is recruitment and all operations are carried out in our HQ offices in Manchester or our additional office location in Cheshire.

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 or 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.

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 United Kingdom and in many cases exceeds those minimums in relation to its employees.

Any form of discrimination, victimisation or harassment on any grounds including, but not limited to, marital or civil partnership status, sex (including gender reassignment), race (including colour, ethnic and national origin, nationality), disability, sexual orientation,

having or not having dependants, religious belief or political opinion, age, trade union activity and offending background should be prohibited.

All applicable laws and industry standards on employee wages, benefits, working hours and minimum age should be adhered to in all countries of operation, without any unauthorised deductions. Suppliers should observe the provisions of the International Labour Organization such that any young persons under the age of 18 should not be employed to work at night or for any hazardous work and their employment should not harm the young person's education, health or physical, mental, moral or social development. No young persons may be employed below the age of 16.

Supply chains

In order to fulfil its activities, the main supply chains of the Organisation include those related to recruitment from various suppliers in both the United Kingdom and USA.

In general, the Organisation considers its exposure to slavery/human trafficking to be relatively limited however, 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.

Covid-19

During the pandemic, the Organisation's employees still had access to the grievance procedure to raise any concerns that they may have had.

In line with emergency legislation passed by the Government, employees have been paid Statutory Sick Pay during periods of self-isolation where it has not been possible to agree a temporary period of homeworking.

The Organisation's modern slavery risks were subject to the same monitoring procedures during the pandemic as at all other times.

Steps

The organisation is not legally required to produce a statement in line with the Modern Slavery Act 2015, however the organisation understands that they will be required to work with clients who are required to adhere to and take appropriate steps to ensure compliance.

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

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

The content has been approved on behalf of the organisations Board of Directors by

Cheryl Jones
Director of People and Culture