



# Understanding and Commitment to Combat Modern Slavery:

1.1 We recognize modern slavery as a severe violation of human rights and a criminal act. Modern slavery includes various forms such as slavery, servitude, forced labour, and human trafficking, all of which entail the exploitation of individuals for personal or commercial gain by depriving them of their freedom. As Tender Response Limited, we are firmly committed to maintaining a zero-tolerance approach towards modern slavery. We pledge to conduct all our business operations ethically and with integrity, ensuring that modern slavery is not present within our organization or in any part of our supply chains.

1.2 Transparency and Disclosure: In compliance with the Modern Slavery Act 2015, we are dedicated to ensuring transparency within our operations and in our efforts to combat modern slavery throughout our supply chains. We expect our contractors, suppliers, and business partners to uphold the same high standards. As part of our contractual agreements, we explicitly prohibit the use of forced labour, human trafficking, or any form of exploitation, and we expect our suppliers to enforce similar standards within their own supply chains.

1.3 Applicability: This policy applies to all individuals working for or on behalf of Tender Response Limited, regardless of their position or role within the organization.

1.4 Policy Flexibility: It is important to note that this policy does not constitute part of any employee's contractual agreement and may be subject to amendments.

## RESPONSIBILITY FOR THE POLICY

### OVERSIGHT AND IMPLEMENTATION:

2.1 The overall responsibility for ensuring compliance with this policy rests with Director Vicky Poole, who is accountable for ensuring adherence to legal and ethical obligations.

2.2 The Director holds primary responsibility for implementing and monitoring the effectiveness of this policy, addressing inquiries, and conducting audits of internal control systems.

2.3 Management at all levels are tasked with ensuring that their respective teams understand and comply with this policy. They are also responsible for providing regular training on modern slavery issues.

2.4 Feedback and Improvement: We actively encourage stakeholders to provide feedback and suggestions for enhancing this policy, which can be directed to the compliance manager.

## COMPLIANCE WITH THE POLICY

### YOUR OBLIGATIONS:



3.1 It is imperative that all personnel familiarize themselves with, understand, and adhere to this policy.

3.2 The prevention, detection, and reporting of modern slavery within our organization or supply chains is the responsibility of every individual associated with Tender Response Limited.

3.3 If an employee suspects or becomes aware of a potential breach of this policy, they must promptly notify the Administration Team Leader or Director Vicky Poole.

3.4 Employees are encouraged to raise concerns regarding potential instances of modern slavery within the company or its supply chains at the earliest opportunity.

3.5 Support Measures: We are committed to providing support and guidance to our suppliers to address unethical work practices within their own business and supply chains.

3.6 Reporting Suspicions: If an employee is uncertain about whether a particular act or working condition constitutes modern slavery, they should raise the concern with Director Vicky Poole.

3.7 Whistleblower Protection: We assure employees that genuine concerns raised under this policy will be supported, and no individual will face adverse treatment for reporting suspected instances of modern slavery.

## COMMUNICATION AND AWARENESS OF THIS POLICY

### TRAINING AND COMMUNICATION:

4.1 Training on modern slavery risks forms an integral part of our organizational practice, accessible through the appropriate channels. Employees are encouraged to undergo regular review of this training material.

4.2 Our zero-tolerance stance on modern slavery is communicated to all stakeholders, including suppliers, contractors, and business partners, at the commencement of our business relationship and reinforced as necessary.

## BREACHES OF THIS POLICY

### CONSEQUENCES OF NON-COMPLIANCE:

5.1 Any individual found to be in breach of this policy, whether within Tender Response Limited or among our suppliers, will face disciplinary action, which may include termination of employment or termination of the business relationship.

**Name** Vicky Poole

**Signed**

**Position** Director



**Date**

2<sup>nd</sup> April 2024 Issue 1