

# Modern Slavery and Human Trafficking Policy

Trust Works Facilities Management

Effective Date: 17.06.2025

Review Date: 17.06.2026

## 1. Policy Statement

Trust Works Facilities Management is committed to preventing modern slavery and human trafficking in all areas of our business and supply chains. We uphold the principles of human rights, freedom, and ethical treatment of all individuals. This policy outlines our approach to ensuring transparency and integrity in our operations in line with the Modern Slavery Act 2015.

Modern slavery encompasses slavery, servitude, forced or compulsory labour, and human trafficking — all of which are serious violations of fundamental human rights.

## 2. Our Business

Trust Works Facilities Management provides a wide range of facilities management services across the UK, including hard and soft FM services such as cleaning, maintenance, security, and grounds maintenance. We employ both direct staff and work with trusted third-party contractors and suppliers.

## 3. Our Commitment

We are committed to:

- Acting ethically and with integrity in all our business dealings.
- Implementing and enforcing effective systems and controls to ensure slavery and human trafficking are not taking place within our organisation or our supply chains.
- Reviewing our policies and procedures regularly to ensure they remain robust and relevant.

## 4. Due Diligence

To prevent modern slavery and human trafficking, Trust Works Facilities Management will:

- Carry out due diligence on suppliers and subcontractors during onboarding and periodically throughout our relationship.
- Require all suppliers to confirm they comply with the Modern Slavery Act 2015.
- Investigate any concerns or reports relating to unethical or unlawful labour practices.
- Maintain records of our supply chain checks.

## 5. Training and Awareness

All staff are informed of the risks of modern slavery and the importance of ethical practices during their induction and through ongoing training. Managers are trained to recognise signs of modern slavery and how to respond appropriately.

## **6. Reporting Concerns**

We encourage all employees, suppliers, and contractors to report any concerns related to modern slavery or unethical conduct. Reports can be made in confidence to a line manager, HR, or via our internal reporting system.

We will take all reports seriously and investigate thoroughly in line with our disciplinary and grievance procedures.

## **7. Supply Chain and Contractors**

We expect the same high standards from our contractors, suppliers, and other business partners. All third parties are expected to:

- Operate fair employment practices.
- Provide written confirmation of compliance with the Modern Slavery Act 2015.
- Immediately notify us of any suspected or confirmed incidents of slavery or trafficking.

## **8. Monitoring and Review**

This policy will be reviewed annually or earlier if required by changes in legislation or business practices. Regular audits and compliance checks will be conducted to ensure adherence.

### **Approval**

Managing Director

Trust Works Facilities Management

Signature: H.Allen

Name: Hadyn Allen

Date: 17.06.2025