




PS07 Anti-Slavery & Elimination of Child Labour Policy Statement

Policy Scope

This policy applies to all operating divisions & subsidiaries of Duo Operations Ltd, trading as Duo Group.

Modern Slavery

This statement is made pursuant to the Modern Slavery Act 2015 and sets out the steps that Duo takes to ensure that modern slavery or human trafficking does not take place within our business or supply chain. Modern slavery encompasses slavery, servitude, human trafficking, use of prison labour, indentured labour, bonded labour, forced labour or underage labour. Duo has a zero-tolerance approach to any form of modern slavery. We are committed to acting ethically; with integrity and transparency in all business dealings and to putting effective systems and controls in place to safeguard against any form of modern slavery taking place within the business or our supply chain.

No employee is made to work against his/her will or work as bonded/forced labour, or subject to corporal punishment or coercion of any type related to work

Elimination of Child Labour

Duo is committed to the Elimination of Child Labour and to finding practical, meaningful and culturally appropriate responses to support the elimination of such labour practices. It has been formulated in consideration with the UK acts. It therefore endorses the need for appropriate initiatives to progressively eliminate these abuses.

Duo always prohibits the use of any person below the age sixteen years. They are not permitted to enter the workplace as workers. There is zero tolerance towards the breach of this policy. Records are maintained of employee details, including age. They are open to verification by authorised personnel or agencies.

Management Arrangements

We operate procedures to ensure that we are conducting business in an ethical and transparent manner. These include:

- ***Recruitment*** **-** We operate a robust recruitment procedure and conduct checks of eligibility to work in the UK for all employees, self-employed and agency staff to safeguard against human trafficking or individuals being forced to work against their will.
- ***Pay*** - We pay our employees at least the national minimum wage.
- ***Whistleblowing*** **-** We adhere to a whistleblowing policy so that all employees know that they can raise concerns about treatment of colleagues, or poor practices within our business or supply chain, without fear of reprisals.

Use of Approved Suppliers

Duo operates a supplier approval procedure and maintains a preferred supplier list. We conduct due diligence on all suppliers before allowing them to become a preferred supplier.

In addition to the above, as part of our contract with suppliers, we require that they confirm to us that:

- They have taken steps to eradicate modern slavery within their business.
- They hold their own suppliers to account with regards to modern slavery.
- (For UK based suppliers) They pay their employees at least the national minimum wage.
- (For international suppliers) They pay their employees any prevailing minimum wage applicable within their country of operations.

Their supplier status may be terminated at any time should any instances of modern slavery come to light.

Training

We regularly conduct training for our procurement/buying teams so that they understand the signs of modern slavery and what to do if they suspect that it is taking place within our supply chain.

Monitoring Our Performance

We will monitor our performance based on reports received from employees, the public, or enforcement agencies. This will enable us to determine the effectiveness of our efforts to eradicate modern slavery and human trafficking within our business or supply chain and improve them as required.

Signature

Martin McWilliams
Managing Director
Duo Operations Ltd