

RGF Staffing UK Modern Slavery Statement 2023

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This statement refers to the financial year ending 31st March 2024 (and was revised and published 10th June 2024), it details the steps taken by RGF Staffing UK Limited to prevent modern slavery and human trafficking in our business and supply chains throughout the financial year 2023/24.

Introduction

This statement covers the activities of RGF Staffing UK Limited and its trading subsidiaries, Certain Advantage and Crone Corkill. It is published in accordance with the Modern Slavery Act 2015 and details the actions taken by the organisation to prevent, identify and tackle modern slavery and human trafficking within our business and supply chain.

RGF Staffing is committed to adopting a proactive approach to tackling modern slavery, human trafficking, forced labour, child labour and similar human rights abuses. We believe in a culture of mutual trust and value differences of opinion and cultural diversity. We have clear standards on human rights and there is zero tolerance for harassment, discrimination and human rights violations.

We recognise the key responsibility we have within the supply chain of skilled labour and professionals to ensure that all individuals sourced, procured or engaged are treated fairly, ethically and in compliance with legislative requirements. Throughout its core businesses RGF Staffing holds itself accountable for ensuring that it and its third-party Suppliers are aware of the impact and requirements of the Modern Slavery Act 2015.

We are members of The Association of Professional Staffing Companies (APSCO), Freelancer & Contractor Services Association (FCSA) Business Partners and we are a Stronger Together Advanced Business Partner, demonstrating our commitment to adhering to the highest industry standards.

This is our sixth statement and we endeavor to improve our work in this area each year.

Our Business

RGF Staffing UK is a recruitment consultancy specializing in the recruitment and placing of highly qualified candidates in contract, temporary and permanent roles across a variety of businesses including technical, IT, engineering, finance, accounting, legal and executive support. Our supply chain consists of service providers providing IT, payroll, legal and office services, alongside external suppliers of job boards, background check services and umbrella company services.

Our Guiding Principles

We follow our Code of Conduct and underlying policies in which essential rights are safeguarded, these include but are not limited to:

- the human rights which were announced in the International Bill of Human Rights: Universal Declaration of Human Rights; International Covenant on Civil and Political Rights; and International Covenant on Economic Social and Cultural Rights
- the human rights which are declared in the International Labour Organization (ILO) Declaration on Fundamental Principles and Rights at Work as internationally recognized and minimum human rights
- the United Nations Guiding Principles on Business and Human Rights.

We perform human rights due diligence in accordance with the UN Guiding Principles to identify, assess, prevent, mitigate and account for negative impacts on human rights associated with our business activities.

Our Policies

RGF Staffing UK Limited maintains multiple processes, policies and training relating to human rights and ethical standards. We have chosen to highlight the following policies to demonstrate our commitment to strengthening our work in these areas. These policies are provided to colleagues upon joining, accessible via our intranet and are regularly reviewed and communicated.

Code of Conduct

Our code of conduct policy states that business conducted by members of RGF Staffing must meet the highest moral and ethical standards as well as comply with the law. RGF Staffing is committed to eliminating unethical behaviour and conflict of interest within our organisation and we encourage everyone to disclose any such activities.

We provide and expect our colleagues to provide and engage in a workplace where all people are treated with respect and dignity and are protected from any type of harassment or discrimination and require our suppliers and customers to do the same.

Diversity and equality policy

The benefits of a diverse and inclusive workforce for organizations are obvious. They are financially more successful, are more capable of innovation, are more creative and have more satisfied employees. But the effects of a diverse and inclusive company extend beyond business results, they contribute to the growth of people, to a better understanding of each other, and thus to a more inclusive world for all.

Providing 'Opportunities for all' is at the core of what we do, we aim to eliminate discrimination, everyone should have a fair chance to participate in work. We are committed to equity in the workplace and providing an environment where everyone can engage.

Human rights policy

Nobody should feel unsafe or unwelcome at work, the challenge moving forward is to further raise the standards we already apply and to make sure that our standards are also upheld along the supply chain. The policy promotes sound ethical values and human rights principles to our staff, including but not limited to;

- Zero tolerance of discrimination, treating everyone fairly and with respect, protecting a culture of mutual trust, valuing differences of opinion and cultural diversity and inclusion
- Committing to ensuring inclusive working environments
- Employment is freely chosen, no forced, bonded or involuntary prison labour is permitted
- Anti – Harassment – everyone is able to work in an environment free of physical, psychological or verbal abuse, the threat of abuse and sexual or other harassment
- Promotion of safe & healthy working environments
- We do not use of any forms of forced labour or child labour, including prison labour, indentured labour, bonded labour, military labour, slave labour and any form of human trafficking
- We strive to ensure that colleagues and workers are compensated fairly and earn a living wage
- Colleagues and temporary workers are informed of their working conditions including payments in a written and understandable format

Whistleblowing policy

The policy encourages staff to report suspected wrongdoing as soon as possible, in the knowledge that their concerns will be taken seriously and investigated as appropriate, and that their confidentiality will be protected.

Our Training

All colleagues complete training to raise their awareness of individual and collective responsibilities under the Modern Slavery Act 2015. All recruiters complete and acknowledge their understanding and their responsibilities via our Recruiter Compliance Principles (as recommended by Stronger Together.)

Training is mandatory for all colleagues and we raise awareness of Modern Slavery issues via our intranet by publishing a variety of Modern Slavery resources to assist with communication to clients, suppliers and candidates.

Stronger Together Advanced Business Partner

In 2022 RGF Staffing became a Stronger Together Business Partner and in 2023 an Advanced Business Partner. This is a multi-stakeholder initiative aimed at reducing modern slavery, particularly within labour supply chains. We have uploaded evidence to publicly demonstrate their commitment to tackling hidden labour exploitation.

Tackling Modern Slavery - Our Supply Chains

Our approach to supply chain management is based on the principles of fairness, transparency and compliance. All new suppliers are subject to thorough checks, including financial and compliance checks, to ensure that they are financially sound and ethical businesses, who operate in line with legal and best practice requirements.

We expect our supplier partners to comply with all applicable laws and regulations which include providing safe working conditions, treating workers with dignity and respect, acting fairly and ethically and using environmentally responsible practices where practicable.

All suppliers are issued with a copy of our Modern Slavery Statement and our Supplier Code of Conduct at the beginning of our business relationship and this is reinforced as appropriate thereafter. We expect the same level of commitment and high standards in tackling modern slavery from suppliers, contractors and business partners and as part of our contracting processes we will review evidence of their commitment to tackling modern slavery and expect all our suppliers to hold their suppliers to the same high standards

Our Commitment

This statement reflects our continued commitment to tackling modern slavery by providing training to increase awareness, implementing processes and controls to ensure slavery is not occurring in our business our supply chains. In the previous financial year we;

- Reissued our interactive training which all colleagues completed online annually
- Maintained our Stronger Together Advanced business partner accreditation
- Focus on Sustainability and Ethics and obtained Eco Vadis Bronze Sustainability Rating
- Provided regular reminders on identifying and spotting the signs of modern slavery
- Collaborate with our clients to provide support and guidance to limit risk
- Issued all suppliers with our Supplier Code of Conduct
- Provided quarterly reports to the board on the activities listed above

RGF Staffing ensures a thorough process of compliance with respect to the following minimum requirements in respect of all engagements. We commit to:

- Uphold the highest standards of human and labour rights as detailed in the United Nations' Universal Declaration of Human Rights (UNUDHR) and the International Labour Organisation(ILO) fundamental conventions on labour rights
- Obtain consent from all workers to represent them as an agent to clients
- Check and confirm that workers have possession of their own documentation
- Operate processes in compliance with the Agency Workers Regulations to ensure that our workers receive equal treatment and fair remuneration
- Ensure transparency of rates and charges payable to workers by providing a written contract outlining the terms and conditions of their engagement, their pay and job requirements
- Ensure our Workers are engaged in a legally compliant working environment

- Not accept child labour or any practice that inhibits the development of children
- Ensure our workers have the unconditional right to refuse to provide services to clients and confirm that they are registering for work of their own free will and have not had to pay money to anyone to enter the country or access job vacancies
- Operate compliance audits to ensure compliance with legal and client requirements

Our plans for 2024/25

As an organisation, we fully accept our responsibility as a key entity within the procurement and supply chain of skilled labour and professionals. We review our policies and procedures regularly to ensure their effectiveness and we aim to increase our positive impact year on year.

We endeavour to achieve the intended outcomes of the Modern Slavery Act 2015 through monitoring the conduct and processes of our business groups in addition to those of our third-party suppliers. During the course of the financial year 2024/25, RGF Staffing will continue our efforts in the following areas:

- Focus on Sustainability and Ethics, including creating a safe work environment and treating everyone with respect
- Continue to deliver mandatory training to all staff and raising our staff awareness about Modern Slavery and prevention of child labour, forced labour and human trafficking
- Promote internal awareness by providing regular reminders on identifying and spotting the signs of modern slavery

This statement is made pursuant to section 54(1) of the Modern Slavery Act 2015 and constitutes our modern slavery statement for the financial year ending March 2024.

A handwritten signature in black ink, appearing to read 'Lisa McLean', with a long horizontal line extending to the right.

Lisa McLean **Date 5th June 2024**
CEO

Signed on behalf of the Board of Directors of RGF Staffing UK Limited, who have read and authorised the publication of this statement

Further information on the prevention of modern slavery

<https://www.stronger2gether.org/>

<https://www.modernslaveryhelpline.org/>

<https://nationalcrimeagency.gov.uk/what-we-do/crime-threats/modern-slavery-and-human-trafficking>