



Modern Slavery Policy

1. Auto Skills UK is committed to eliminating modern slavery, human trafficking, forced labour, and similar human rights abuses.
2. Auto Skills UK is committed to ensuring that its staff and any workers it supplies (directly or indirectly) are not subject to behaviour or threats that may amount to modern slavery, human trafficking, forced labour, and similar human rights abuses.
3. Auto Skills UK provides appropriate training and awareness information for all of its staff.
In particular:
 - All of our staff receive awareness-raising information around issues involving modern slavery and human trafficking, so that they can bring any concerns they have to the attention of management.
4. Any staff, workers or other parties are strongly encouraged to report any concerns or suspicions that they might have to the Operations Manager.
5. Reports surrounding these issues are taken extremely seriously by our senior leadership team, who are committed to ensuring that all investigations shall be prompt and effective. If our investigations reveal any issues, we are committed to taking appropriate action, including but not limited to:
 - Working with the appropriate organisations to improve standards,
 - Removing that organisation from our preferred supplier list,
 - Passing details to appropriate law enforcement bodies.
6. We regularly monitor our risks in this area through the use of relevant key performance indicators, including:
 - The percentage of candidates supplied from our preferred supplier list,
 - The level of modern slavery training and awareness amongst our staff.
7. As part of our efforts in this area, we publish a modern slavery statement on an annual basis.
8. We would also recommend reading this in conjunction with our other policies, including our:
 - Corporate social responsibility policy,
 - Ethical procurement policy,
 - Anti-bribery / corruption policy, and
 - Whistle-blowing policy.

This policy was adopted November 2019 after being agreed by our Operation Manager. It is reviewed annually.



Modern Slavery Statement

This statement is made as part of Auto Skills UK's commitment to eliminating the exploitation of people under the Modern Slavery Act 2015 (the Act). It summarises how Auto Skills UK operates, the policies and processes in place to minimise the possibility of any problems, any risks we have identified and how we monitor them, and how we train our staff.

This statement is published in accordance with section 54 of the Act, and relates to the financial year November 2019 to October 2020. It was approved by the Operations Manager October 2019.

Auto Skills UK

1 Our Business

Auto Skills UK is a sole trader business operating in the recruitment sector. We act as a master vendor in the automotive sector.

Auto Skills UK is an independent business.

1.1 Who we work with

As a "master vendor", we work with other businesses to supply workers to hiring companies. We hire some of the workers directly, who are directly recruited by our staff. Other workers are hired directly by other businesses. Some of these workers operate through their own limited companies We facilitate supplying a mix of these workers to the hiring companies.

The hiring companies that we work with are located in the UK. The work-seekers / workers we supply live in the UK.

1.2 Other relationships

As part of our business, we also work with the following organisations:

- the Recruitment and Employment Confederation (www.rec.uk.com) and the Institute of Recruitment Professionals (www.rec-irp.uk.com)

2 Our Policies

Auto Skills UK has a modern slavery policy available on request.

In addition, Auto Skills UK has the following policies which incorporate ethical standards for our staff.

- Equal Opportunities & Diversity
- Ethical Conduct
- Anti-Bribery
- Whistleblowing Policy
- Health & Safety
- Environmental

2.1 Policy development and review

Auto Skills UK's policies are established by our senior leadership team based on advice from HR professionals, industry best practice and legal advice. We review our policies annually or as needed to adapt to changes.



3 Our Processes for Managing Risk

In order to assess the risk of modern slavery, we use the following processes with our suppliers:

- When engaging with suppliers, we ask for evidence of their processes and policies, including commitments around modern slavery, human trafficking, forced labour, human rights, and whistle-blowing.
- We review the potential for risk at regular intervals, including the possibility of re-auditing a supplier or conducting spot checks.

After due consideration, we have not identified any significant risks of modern slavery, forced labour, or human trafficking in our supply chain. However, we continue to be alert to the potential for problems.

Additionally, we have taken the following steps to minimise the possibility of any problems:

- We reserve the right to conduct spot-checks of the businesses who supply us, in order to investigate any complaints.
- We require the businesses we work with to abide by our code of supplier conduct.
- We ensure that all of our suppliers are members of appropriate industry bodies and working groups.

Our staff are encouraged to bring any concerns they have to the attention of management.

4 Our Performance

As part of monitoring the performance of Autoskills UK we track the following general key performance indicators which are regularly assessed by our senior leadership team:

- the percentage of suppliers who sign up to an appropriate code
- the effectiveness of enforcement against suppliers who breach policies
- the amount of time spent on audits, re-audits, spot checks, and related due diligence
- the level of modern slavery training and awareness amongst our staff

We carefully consider our indicators, in order to ensure that we do not put undue pressure on our suppliers that might increase the potential for risk.

5 Our Training

All of our staff receive training and support that is appropriate to their role. In particular:

- All of our staff receive awareness-raising information around issues involving modern slavery and human trafficking, so that they can bring any concerns they have to the attention of management.

As part of this, our staff are encouraged to discuss any concerns that they have.

Training is refreshed annually.