

**QUALITY
MANAGEMENT
SYSTEM**

TAKONI

**PN-EN ISO 9001
IATF 16949
AQAP 2110**

Anti-slavery and Human Trafficking Policy

Scope

This policy applies to our employment arrangements, policies and procedures, the services delivered to our customers and the work/services procured through third parties.

Modern slavery is a crime and a violation of fundamental human rights. It takes various forms, such as slavery, servitude, forced and compulsory labour and human trafficking, all of which have in common the deprivation of a person's liberty by another in order to exploit them for personal or commercial gain. Takoni is committed to acting ethically and with integrity in all our business dealings and relationships and to implementing and enforcing effective systems and controls to ensure modern slavery is not taking place anywhere in our own business or in any of our supply chain.

We are also committed to ensuring there is transparency in our own business and in our approach to tackling modern slavery throughout our supply chain, consistent with the disclosure obligations under the Modern Slavery Act 2015. We expect the same high standards from all of our contractors, suppliers and other business partners, and as part of our contracting processes, we include specific prohibitions against the use of forced, compulsory or trafficked labour, or anyone held in slavery or servitude, whether adults or children, and we expect that our suppliers will hold their own suppliers to the same high standards. We ask our staff to be vigilant and look out for any signs of modern slavery when working or visiting our customers' in their homes.

Taking Responsibility

The Takoni Board has overall responsibility for ensuring this policy complies with our legal and ethical obligations, and that all those under our control comply with it.

The Leadership Management Team has primary and day-to-day responsibility for implementing this policy, monitoring its use and effectiveness, dealing with any queries about it, and auditing internal control systems and procedures to ensure they are effective in countering modern slave.

Management at all levels are responsible for ensuring those reporting to them understand and comply with this policy and are given adequate and regular training on it and the issue of modern slavery in the supply chain

Spotting the signs

It's everyone's responsibility to look out for the signs of exploitation. Concerns can arise through our own observations or through our customers reporting concerns about others in the communities we operate. Takoni has a policy in place, Safeguarding and Vulnerable People Policy, within which we set out the process we will follow to alert the appropriate authority to potential criminal/exploitative behaviour.

Staff members should consider carefully for example when tender prices seem too low compared to other bidders. This could indicate staff working for the contractor are being underpaid. Other concerns might be when contractors seem to have a transient workforce which could imply poor employment terms or trafficking of some kind, or it could be the physical appearance of workers, looking scruffy, malnourished and/or showing signs of injuries or other forms of abuse. These examples won't always mean people are being exploited but unless we set out to assure ourselves this isn't the case we won't know.