

SLAVERY AND HUMAN TRAFFICKING STATEMENT

This statement is made pursuant to Section 54 of the Modern Slavery Act 2015 and constitutes De Montfort University's slavery and human trafficking statement for the financial year ending 31 July 2017.

Organisational Structure

De Montfort University is a Higher Education Corporation established in accordance with the Education Reform Act 1988. We are a provider of education and research services and comprise four academic faculties:

- Business and Law
- Health and Life Sciences
- Technology
- Arts, Design and Humanities,

together with a number of professional services directorates.

We have a global annual turnover of £204.9m¹.

The university also has a subsidiary company, De Montfort Expertise Limited, through which its commercial activities are provided.

Our supply chains

The university's supply chains are generally captured within the following high level category groups:

- Estates (hard and soft facilities management) works, products and services
- ICT equipment, products and services
- Professional services
- Science, technical, engineering and medical equipment, products and services

The categories that carry material risks are:

- Construction works sub-contractors and supply chains
- Estates hard and soft facilities management services (such as maintenance, cleaning and security services)
- Travel and accommodation (especially international)
- Office supplies/stationery
- ICT and audio visual (AV) equipment and products
- Laboratory supplies
- Clothing (sportswear and workwear)

The majority of the university's demand for office supplies and laboratory consumables is fulfilled by means of using national and regional agreements made available by the Higher Education Purchasing Consortia (HEPC). A wide range of products are procured across all of these categories, many of which are sourced from international manufacturers operating in low-cost countries where modern forms of slavery are prevalent. The consortia requests many

¹ DMU Income and Expenditure Account from Annual Accounts 2016/17

of the suppliers in these high risk areas to commit to the Base Code of the Ethical Trading Initiative (ETI) and is working to persuade all suppliers in these categories to commit to the Base Code.

A significant proportion of the university's demand for ICT equipment and products, including parts and accessories is also fulfilled by means of using national and regional agreements made available by the HEPC. The consortia supports the principles of, and works closely with, Electronics Watch and includes contract monitoring clauses created by Electronics Watch in all relevant agreements awarded by the consortia and used by the university.

Our policies on slavery and human trafficking

We are committed to ensuring that there is no modern slavery or human trafficking in our supply chains or in any part of our business. We have employment policies in place and codes of conduct which have relevance to how this issue is addressed within our business by members of our staff.

In light of the obligation to report on measures to ensure that all parts of our business and supply chain are slavery free, we have reviewed our workplace policies and procedures to assess their effectiveness in identifying and tackling modern slavery issues.

Our workplace policies and procedures demonstrate our commitment to acting ethically and with integrity in all our business relationships and to implementing and enforcing effective systems and controls to ensure slavery and human trafficking is not taking place anywhere in our supply chains.

The university intends to further develop controls through clear reference to modern slavery and human trafficking commitments within procurement policy as part of a policy and procedures review and refresh exercise.

Due diligence processes for slavery and human trafficking

As part of our initiative to identify and mitigate risk we have systems in place to:

- Identify and assess potential risk areas in our supply chains
- Mitigate the risk of slavery and human trafficking occurring in our supply chains
- Monitor potential risk areas in our supply chains
- Protect whistle blowers

Supplier adherence to our values

We have a zero tolerance to slavery and human trafficking. To ensure that all suppliers and contractors in our supply chain comply with our values we have the following procedures in place:

- a. We provide robust procurement procedures, which form part of the university's financial regulations approved by the university's Finance and Human Resources Committee, and which all staff at the university are obliged to follow. These procedures are supported by a robust Supplier Relationship Management (SRM) policy. Taken together the procurement procedures and SRM policy include processes and guidance which enables the management of the university's supply chains and business practices from the evaluation, selection and appointment of suppliers and contractors and throughout the term of the relationship (by means of the application of the Supplier Relationship Management (SRM) policy).

- b. Controls are in place within the procedures and the policy which ensure that the tendering process for new suppliers and contractors and the management of the performance of, and relationship with, suppliers and contractors includes the provision and subsequent monitoring of compliance with the university's policies, including policies against slavery and human trafficking. Our supplier appraisal questionnaire has also been updated to include two declarations developed by Crown Commercial Services relating to the Modern Slavery Act 2015.
- c. This is further supported by the university's terms and conditions of contract, which include provisions whereby contracts can be terminated should a contractor breach such policies.
- d. Similar provisions are also contained within the HEPC (and other) framework agreements used by the university. In the event that the university wished to use a framework agreement which did not contain such a protection, it would seek to include such a provision by negotiation.
- e. The university's SRM policy requires that service level agreements (SLA) form part of the contract with suppliers and contractors that have an ongoing relationship with the university. A structured review and redevelopment of procurement procedures has been initiated and as part of this work the standard SLA template will be amended to include management of slavery and human trafficking risks as a key performance indicator, with a requirement that this is replicated through the contractor's own supply chain.

Training

To ensure appropriate awareness and understanding, training on awareness and management of the risks of modern slavery and human trafficking within our supply chains and business will be included as part of our procurement community events.

As approved by the Board of Governors on 23 November 2017.

Signed by



Mr Ian Blatchford, Chairman of the Board of Governors