

## Motofix Group Modern Slavery Act Policy

### Introduction

The statement sets down Motofix Accident Repair Centres Ltd commitment to preventing slavery and human trafficking in our business activities and the steps we have put in place with the aim of ensuring that there is no slavery or human trafficking in our own business and supply chains. We all have a duty to be alert to risks, however small. All staff are expected to report their concerns and management to act upon them.

### Organisational structure and supply chains

This statement covers the business activities of Motofix Accident Repair Centres Ltd which are as follows:

Motofix operate in the UK where we have nine sites (including head office), with approximately 200 employees. We provide accident vehicle repairs only in the UK.

The following is the process by which the Company assesses whether particular activities are high risk in relation to modern slavery or human trafficking: A thorough recruitment process including stringent checks on young workers age/capability to perform the role of which they are employed to do. In addition, we ensure that all of our employees are paid over and above the wage for their age and right to work checks are undertaken.

### High Risk Activities

There are no activities which are considered to be at high risk of modern slavery or human trafficking:

Responsibility for the Company's anti-slavery initiatives is as follows:

**Policies:** The Directors are responsible for creating and reviewing policies. The process by which policies are developed is looking at best practice and adapting to the needs of the Company.

**Risk assessments:** The Head of Compliance (who hold the responsibilities of the Health and Safety Manager) is responsible for risk assessment in respect of human rights and modern human trafficking by a process of annual review.

**Due diligence:** The Directors are responsible for due diligence in relation to known or suspected instances of modern slavery and human trafficking.

### Training

To ensure a good understanding of the risks of modern slavery and human trafficking in our business and supply chains, the Company may require staff to undertake an online training course if necessary.

### Relevant Policies

The Company is committed to ensuring that there is no modern slavery or human trafficking in our business or our supply chains. This Statement affirms its intention to act ethically in our business relationships.

The following policies set down our approach to the identification of modern slavery risks and steps to be taken to prevent slavery and human trafficking in our operations:

**Whistleblowing policy:** The Company encourages all its workers, customers and other business partners to report any concerns related to its direct activities or its supply chains.

**Employee code of conduct:** The Code of Conduct sets down the actions and behavior expected of

employees when representing the Company.

**Supplier/Procurement code of conduct:** The Company is committed to ensuring that its suppliers adhere to the highest standards of ethics. Suppliers are required to demonstrate that they provide safe working conditions where necessary, treat workers with dignity and respect, and act ethically and within the law in their use of labour. The Company works with suppliers to ensure that they meet the standards of the code and improve their worker's working conditions. However, serious violations of the Company's supplier code of conduct will lead to the termination of the business relationship. The Company has a zero tolerance to modern slavery and human trafficking. We expect all our suppliers to comply with our values. To certify our effectiveness in ensuring modern slavery and human trafficking is not taking place in our business including our supply chains, we continue a high level of communication with our suppliers to ensure their compliance and understanding of our expectations. We have systems in place protecting whistle blowers to encourage the reporting of concerns.

**Recruitment/Agency workers policy:** The Company uses only specified, reputable employment agencies to source labour and always verifies the practices of any new agency it is using before accepting workers from that agency. The Company ensures that all workers are of a legal age to work and have the relevant skill set to undertake the work.

### **Due Diligence Processes for Slavery and Human Trafficking**

The Company undertakes due diligence when considering taking on new suppliers, and regularly reviews its existing suppliers. The Company's due diligence process includes building long-standing relationships with suppliers and making clear our expectations of business partners

This Modern Slavery and Human Trafficking Statement will be regularly reviewed and updated as necessary by the Director, who endorses this policy statement and is fully committed to its implementation.

### **Changes to this Policy**

This Modern Slavery Act Policy is subject to change and we advise you to check every so often. Where possible we will contact you directly to inform you of any changes.

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### **Revision History**

First Issued on 01/02/2019  
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