

Anti-slavery and human trafficking policy.



Introduction.

Slavery and human trafficking remains a hidden blight on our global society. We fully support international efforts to promote ethical principles and practices related to the prevention of the exploitation and abuse associated with modern slavery and human trafficking. We also expect commitment to these principles from all organisations with which we do business and will not support or do business knowingly involved in slavery or human trafficking. We all have a responsibility to be alert to the risks, however small, in our business and in the wider supply chain.

The board of directors of Claremont Group Interiors Ltd have examined the risk of modern slavery within its business operations and considers the risks to be low. This assessment is based upon the nature of the business, which is a service operating solely in the United Kingdom. Our staff are expected to report concerns and management are expected to act upon them.

Organisation.

Established in 1977, Claremont is a UK privately owned company with the directors working in the business from offices in Warrington and Bristol. The Company has an annual turnover in excess of £36m with a financial year from 1st August to 31st July.

The company is audited annually in accordance with the applicable law, United Kingdom Accounting Standards and the Auditing Practices Boards Ethical Standards for Auditors. The directors are responsible for the preparation of the financial statements and for being satisfied that they give a fair and true view.

We are a provider of commercial interior design consultancy services, refurbishment and fit-out services and the procurement and installation of commercial furniture. 98% of our projects are implemented within the UK, we occasionally provide design consultancy services to our clients for their overseas offices.

Our supply chains.

Within our ISO certified integrated management system we have a process for selecting preferred suppliers and sub-contractors which is reviewed regularly.

Our supply chain is divided into four types:

1. Approved list of office furniture:
Furniture constitutes around 15% of our purchases, of which:
 - a) 89% of furniture and accessories are purchased from UK manufacturers
 - b) 5.5% of furniture and accessories are purchased from countries within the EU area
 - c) 5.5% of furniture and accessories are purchased from outside the EU area
2. Office interior products, this may include lighting and carpeting from our preferred list of approved suppliers. The purchase value is a modest amount and would constitute less than 4% of our purchases.
3. The majority of works are procured on a supply and fit basis for individual packages of work from a preferred list of sub-contractors and constitutes 80% of our purchases.

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4. A minimal labour only supply for site procured through reputable agencies to support our activities on site. This constitutes 0.02% of our purchases

Our approved supplier lists are available on request.

Our people.

As a commercial design studio and fit-out contractor, our largest resource is the employees and any occasional, agency workers. Claremont rigorously checks that all of its employees have the right to work in this country and pays at or above the national minimum wage. The same rigour is applied to ensuring that any agency workers are similarly checked by their respective employer and that no bonded labour is supplied.

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. Our anti-slavery policy reflects 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.

Due diligence processes for slavery and human trafficking.

As part of our initiative to identify and mitigate risk:

- Where possible, we build long standing relationships with our suppliers and make clear our expectations of business behaviour. We have zero tolerance to slavery and human trafficking. We expect all those in our supply chain and contractors comply with our values.
- With regards to national or international supply chains, our point of contact is with a UK company or branch and we expect these entities to have suitable anti-slavery and human trafficking policies and processes.
- We have in place systems to encourage the reporting of concerns and the protection of whistleblowers.
- The directors and senior management team have overall responsibility for ensuring this policy complies with our legal and ethical obligations, and that all persons working for us or on our behalf in any capacity comply with it.
- The prevention, detection and reporting of modern slavery in any part of our business or supply chain is the responsibility of all persons working for us or on our behalf in any capacity (including our employees, suppliers, workers, directors, agents, distributors and all third party business partners)
- The issues surrounding Modern Slavery and Human Trafficking have been added to the company intranet and staff handbook.
- This statement is made pursuant to section 54(1) of the Modern Slavery Act 2015 and constitutes our group's slavery and human trafficking statement for the current financial year
- This policy will be reviewed and published annually.

Signed: 

Date: October 2017

For and on behalf of Claremont Group Interiors Ltd
Ann Clarke, Joint Managing Director