

Reed Specialist Recruitment Limited
Slavery and Human Trafficking Statement 2016

Introduction

Reed Specialist Recruitment Limited and its subsidiaries, Reed Professional Services LLP and RMS Staffing Services Limited (hereinafter referred to together as 'REED') belongs to the family of companies founded by Sir Alec Reed in 1960 to provide a range of recruitment related services to both individuals and organisations. REED is still owned by the family and it remains committed to their values:

1. We are Fair, Open and Honest;
2. We Take Ownership; and
3. We Work Together

These values are directly relevant to the issues associated with eradicating the evil of modern slavery and REED is committed to developing and improving its processes to combat slavery and human trafficking.

Structure

Although REED provides a very wide range of recruitment related services, REED's particular focus is on the provision of what might be best described as 'traditional' recruitment services, matching work seekers seeking both temporary and permanent employment with employers looking to fill various roles.

REED's registered office is at Academy Court, 94 Chancery Lane, London, WC2A 1DT and although its headquarters remain in London (it was founded in Hounslow), it now employs over 2,000 people in 97 offices across the United Kingdom, from where it delivers its services to work seekers and employers across the country.

REED's ultimate parent company is Reed Global Limited, which has its head office in Malta; and although REED does have sister companies overseas which provide recruitment related services in other jurisdictions, REED's services are limited to recruitment activity in the United Kingdom.

REED's Business

As a specialist provider of permanent, contract, temporary and outsourced recruitment solutions, REED subdivides its internal business units by specialism, with over 20 such specialisms, each of which is led by a Divisional Director and ultimately answerable to the Managing Director.

For the sake of clarity and avoidance of doubt, the Subsidiaries identified above are also responsible to the board of Reed Specialist Recruitment Limited and are engaged in the same business in the same jurisdiction, so it is appropriate for this statement to apply to them as well.

REED's Supply Chains

As a UK focussed service provider, REED's supply chains are limited to those individuals and organisations which provide REED with the goods and services needed to operate its business, such as stationery and IT equipment; and other recruitment agencies who may be engaged as support suppliers to clients who outsource the management of their recruitment needs to REED.

There is, therefore, very limited scope for slavery and human trafficking to take place in REED's business or supply chain, particularly as all of the workers engaged by REED and its suppliers work in the UK and are, therefore, entitled to receive at least the statutory minimum employment rights provided for by law.

REED's Policies on Slavery and Human Trafficking

REED is committed to ensuring that there is no modern slavery or human trafficking in its supply chains or in any part of its business. REED's Anti-Slavery Policy reflects this commitment to acting ethically and with integrity in all its business relationships and to implementing and enforcing effective systems and controls to ensure slavery and human trafficking is not taking place anywhere in REED's supply chains.

Due Diligence Processes for Slavery and Human Trafficking

REED is carrying out an audit of all its suppliers and support suppliers and is in the process of contacting each one to confirm their adherence to REED's values and ethics.

Moreover, as all of these suppliers provide their services to REED in the UK they are obliged to ensure that everyone they employ in the UK receives at least the appropriate minimum statutory rights and comply with UK legislation on modern slavery and human trafficking.

REED is also introducing a system to identify and mitigate the risk of slavery and human trafficking in its supply chain by addressing the matter directly with suppliers before entering into any new contracts and has made it clear that whistleblowers will be protected in the event that they highlight any concerns.

These processes are implemented and monitored by individuals working in REED's compliance, legal and human resources departments.

Training

To ensure a high level of understanding of the risks of modern slavery and human trafficking in its supply chains, REED is developing a training module on modern slavery and human trafficking; completion of which will be mandatory for all employees.

Completion of this training and any updates that may be required will be monitored and enforced by REED's compliance department.

Effectiveness in Combating Slavery and Human Trafficking

As this is REED's first Slavery and Human Trafficking Statement, the processes it is developing and steps that it is taking will be kept under review with a view to ensuring that the following criteria are met in advance of the publication of the next statement:

1. Completion of the supplier audit and a report on the steps taken to address any gaps or issues it identifies.
2. All REED employees to have completed training on modern slavery and human trafficking;
3. All suppliers to have confirmed their adherence to REED's values and ethics relating to modern slavery and human trafficking;
4. All new contracts with suppliers should include clauses which address the parties' obligations in respect of modern slavery and human trafficking; and
5. That any reports of concerns or risks relating to modern slavery and human trafficking are tracked, reported to senior management and resolved.

This statement is made pursuant to section 54(1) of the Modern Slavery Act 2015 and constitutes REED's slavery and human trafficking statement for the financial year ending in June 2016.

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Director

Date: