Anti-Slavery and Human Trafficking Statement - 2017/18

Modern slavery is a crime and a violation of fundamental human rights.

The University of Reading is committed to improving our practices to combat slavery and human trafficking.

Organisational structure

The University of Reading is an independent chartered corporation with charitable status. It is based in the United Kingdom. The objects of the University, as set out in its Charter of Incorporation, are for the public benefit to advance education, learning and research through the provision, support and maintenance of a University.

The University of Reading has a number of subsidiary companies, which constitute our Group. Our subsidiary companies are as set out in the University’s Ordinances, and they operate in the United Kingdom, Malaysia, South Africa and Germany. The Group has over 4200 employees worldwide.

We have a global annual turnover of £317,175k.

Our supply chains

Our supply chains include a wide range of good and services. The University has carried out an initial survey of its top 100 suppliers to identify areas of risk in respect of the supply chains and giving initial consideration to the areas identified. Within the suppliers we have surveyed we have included suppliers from the following areas:

- Construction
- Farm
- IT
- Catering
- Laboratory and Research

We are capturing information that relates to names and locations of suppliers from Tier 1 to Tier 4, building information and data about the supplier chain, including information about potentially higher-risk industries, processes and source countries.
Our policy 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 Procurement Policy has been reviewed and continues to reflect 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. This can be found here.

Due diligence processes for slavery and human trafficking

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

- Mitigate the risk of slavery and human trafficking occurring in our supply chains.
- Monitor potential risk areas in our supply chains.
- Protect whistleblowers.

We have introduced standard form contractual clauses requiring suppliers to the University to comply with all relevant Laws combatting modern slavery and human trafficking; to confirm that they have not breached such laws and requiring them to notify the University of any breach or potential breach; and to ensure that these obligations are flowed down to sub-contractors of suppliers.

Supplier adherence to our values

We have zero tolerance to slavery and human trafficking. To ensure all this we have developed our terms and conditions to mitigate the risk.

We have implemented the standard supplier questionnaire for all tendered contracts to ensure we understand our supply chains commitment to our values.

We have a dedicated compliance team, which consists of involvement from the following departments:

- Legal Services;
- Internal Audit;
- Human Resources;
- Research and Development
- Procurement; and
- Governance.
This team will lead the University's activity in enhancing its procedures and practices to minimise the risk of modern slavery or human trafficking in its supply chain. During 17/18 the compliance group developed an action plan of activity which it will continue to monitor and develop in 18/19.

Training and awareness

To ensure an appropriate level of understanding of the risks of modern slavery and human trafficking in our supply chains and our business, we are identifying suitable training and have provide applicable information to relevant staff.

During 2017/18, we have advised all procurement staff to carry out the training provided by Higher Education Procurement Academy and we are looking to review the training required for staff outside of Procurement. The Procurement Board have been made aware via the review and approval of the new Procurement Policy.

Our effectiveness in combating slavery and human trafficking

During 2017/18, we have continued to review our policies, practices and procedures relevant to ensuring there is no slavery or human trafficking in our supply chain, and have put in place the measures described above.

During 2018/19, the University intends to take the following further steps to combat slavery and human trafficking:

- Procurement Board to sign off the revised supplier code of conduct
- Embed the supplier code of conduct into all the appropriate tenders and communicate internally and externally
- Assess the responses from the survey carried out of the top 100 suppliers and other identified suppliers. Identify other suppliers that we wish to assess and issue the survey questions.
- Put into place an action plan to ensure a full understanding of any risks identified and how to mitigate those risks.
- Work with all departments involved in procurement activity to ensure that all University departments are following the agreed policy, and processes;
- review training requirements and frequency of training and ensure all relevant staff have completed the training;
- review options to monitor compliance of the University's supply chain following the assessment of the responses;
• develop further understanding our suppliers' supply chains; and

• link activity in the UK to our overseas subsidiaries to create consistent practices, whilst being cognisant of local laws.

This statement is made pursuant to s.54(1) of the Modern Slavery Act 2015 and constitutes the University of Reading's Groups slavery and human trafficking statement for the financial year ending 31 July 2018.

Dr Paul Preston
Chair of the Council
The University of Reading