



Business in the Community

Anti-Slavery and Ethical Employment Policy Statement

Business in the Community (BITC) is committed to acting in accordance with its obligations under Section 54 of The Modern Slavery Act 2015.

As an ethical employer Business in the Community has a zero tolerance approach to any practice that may constitute as modern slavery and human trafficking. We are committed to acting ethically and with transparency in all aspects of our own recruitment practices and in our business with our members and supply chains.

Responsibility for this policy and practice lies with the Head of HR in terms of employment practices and the Company Secretary and Head of Finance jointly in terms of supply chain procedure.

Ethical Employment

Right to Work in the UK

BITC only has employees based in the UK, and we follow the 'Right to Work process' for all new starters. This includes passport and, if necessary, visa checks, equal opportunities monitoring, completion of a medical questionnaire and any other information necessary for us to fulfil our duty of care as employers. We also extend our duty of care to secondees, volunteers and any other persons working for us under a contract of service.

Living Wage Employer Commitment

As an ethical employer we have made the commitment to pay all our UK employees at least the Real Living Wage in line with recommendation from the Living Wage foundation. This is reviewed annually and salaries are updated in line with their guidance.

Training and Education

We endeavour to ensure that everyone in the organisation is aware of the problem of modern slavery and an information document 'be aware' provides links through to detailed information, advice and guidance for reporting concerns to the necessary external bodies including local Police forces and the National Crime Agency.

Employees are also made aware of our code of conduct, speak up (whistleblowing) policy and our safeguarding process, whereby anyone can raise a concern through internal channels if they are concerned with any aspect of safeguarding including slavery or trafficking.





Due Diligence in the Supply Chain

When considering new suppliers, our standard process includes making clear our expectations of suppliers. BITC maintains a preferred supplier list for standard items and suppliers would be removed from this list if any unlawful or unethical practices came to light.

Our due diligence also includes an online search to ensure that a particular organisation has never been convicted of offences relating to modern slavery.

In addition to the above we endeavour to ensure that our suppliers

- Have an ethical recruitment process
- They hold their own suppliers to account over ethical recruitment
- Pay their UK employees at least the national minimum wage or ideally the real living wage, as we do.
- Are aware that we will terminate the contract at any time should any instances of modern slavery come to light.
- Are aware that in cases of illegal practice we will alert the relevant authorities.

This Policy should be considered in conjunction with the Procurement Policy.

This Anti-Slavery and Ethical Employment Policy will be regularly reviewed and updated as necessary. The Senior Management of Business in the Community endorse this policy and are fully committed to its implementation.

This Anti-Slavery and Ethical Employment Policy has been approved and authorised by:

A handwritten signature in black ink that reads "Amanda Mackenzie". A horizontal line is drawn below the signature, ending in an arrowhead pointing to the right.

Amanda Mackenzie
Chief Executive

Implemented 2019: Reviewed and Refreshed July 2022

