



Company Name:	P.J UK Staffing and Events LTD (“the Company”) trading as
Model Policy No.	PJ001
Model Policy Name:	Modern Slavery and Human Trafficking Policy and Statement
Date Reviewed:	04/09/2024
Version:	V1-2024
Issued by:	Paul Evans, Managing Director



Introduction

This Modern Slavery and Human Trafficking Statement relates to actions and activities during the financial year 04th September 2024– 31st December 2025.

The statement sets down P.J UK Staffing and Event LTD trading as P.J Staffing 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. 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 P.J UK Staffing and Event LTD trading as P.J Staffing which are as follows:

Employment business, including employment activities inclusive of temporary and permanent staffing.

The Company currently operates in the following countries:

United Kingdom.

The following is the process by which the Company assesses whether particular activities or countries are high risk in relation to modern slavery or human trafficking:

- Developing, reviewing, and updating of policies and code of practice
- Raising awareness with Internal and External Stakeholders
- Consistent auditing of payroll reports through financial reporting and MI Data.
- Requested and reviewing supplier Modern Slavery and Human Trafficking Policy and Statement

High Risk Activities

The following activities are considered to be at high risk of modern slavery or human trafficking:

P.J UK Staffing and Event LTD trading as P.J Staffing has identified that during the recruitment process on a large scale, such is the nature of our business, there is a risk of allowing illegal workers to slip through the net. This could include minors that are being exploited. P.J UK Staffing and Event LTD trading as P.J Staffing follows a series of identity checks to ensure that those workers employed are genuine and entitled. These steps are outlined in our Recruitment Policy.

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

- 1.1 Policies: Paul Evans, Managing Director is 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.
- 1.2 Risk assessments: Paul Evans, Managing Director is responsible for risk assessments in respect of human rights and modern slavery by a process as detailed above.



- 1.3 Due diligence: Paul Evans, Managing Director is 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 requires all staff to complete online training within 30 days of employment commencement.

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:

- 2.1 **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.
- 2.2 **Company and Employee Code of Conduct** in the Flexible employee Handbook - The Code of Conduct sets down the actions and behavior expected of employees when representing the Company.
- 2.3 **Corporate Social Responsibility (CSR) Policy** - The Company's CSR policy summarises how we manage our environmental impacts and how we work responsibly with suppliers and local communities.
- 2.4 **Recruitment policy**. We operate a robust recruitment policy, including conducting eligibility to work in the UK checks for all employees to safeguard against human trafficking or individuals being forced to work against their will.

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, evaluating the modern slavery and human trafficking risks of each new supplier, or invoking sanctions against suppliers that fail to improve their performance in line with an action plan provided by us, including the termination of the business relationship.



Performance indicators

The Company uses the following key performance indicators (KPIs) to measure how effective we are in ensuring slavery and human trafficking is not taking place in any part of our business or supply chains including requiring all [relevant] staff to have completed training on modern.

In addition to the above, as part of our contract with suppliers, we require that they confirm to us that:

1. They have taken steps to eradicate modern slavery within their business.
2. They hold their own suppliers to account over modern slavery.
3. (For UK based suppliers) They pay their employees at least the national minimum wage / national living wage (as appropriate)
4. (For international suppliers) They pay their employees any prevailing minimum wage applicable within their country of operations.
5. We may terminate the contract at any time should any instances of modern slavery come to light.

This Modern Slavery and Human Trafficking Statement will be regularly reviewed and updated as necessary. The Board of Directors endorses this policy statement and is fully committed to its implementation.

This Modern Slavery and Human Trafficking Statement has been approved and authorised by:

Name: Paul Evans

Position: Managing Director

Date: 04/09/2024

Signature: *Paul J Evans*