

## **Modern Slavery Act 2015 - Modern Slavery and Human Trafficking Statement 2019.**

### **Introduction**

*This statement is made pursuant to section 54(1) of the Modern Slavery Act 2015 (the “MSA”) and constitutes the slavery and human trafficking statement of the University of Surrey (“University”, “we”, “our”). It will replace our previous statement, published in September 2018, effective upon approval by the Executive Board.*

*We are committed to improving our practices to combat slavery and human trafficking and are committed to significantly minimising the risk of slavery and human trafficking taking place in our supply chains or in any parts of our business.*

### **Our organisation’s structure**

*The University of Surrey is constituted and founded by Royal Charter within the Higher Education sector. The University has approximately 3000 employees. Our operations are primarily based within the United Kingdom. The University is supported by a centralised procurement and contracting team. Lower value transactional purchasing is devolved to individual departments. The University also owns a number of subsidiaries, including Surrey Sports Park Limited and Blackwell Park Limited.*

### **Our supply chains**

Our main supply chains are:

- *Laboratory chemicals, consumables and equipment*
- *IT equipment, software and services*
- *Estates, facilities and commercial services*
- *Corporate services including travel*
- *Academic services*

*Within these categories we believe the following types of goods and services contracts are likely to carry the highest risks in relation to modern slavery and human trafficking:*

- *Construction and land development*
- *Cleaning*
- *Catering*
- *Clothing and promotional goods*
- *IT*
- *Temporary labour*

*Many of the above goods and services are purchased under the Southern Universities Procurement Consortium (SUPC) and The University Caterers Organisation (TUCO) framework agreements, whom fully support the MSA. The SUPC’s statement and further information on how they ensure compliance with the MSA can be found via the following link:*

[https://www.supc.ac.uk/images/SUPC\\_Modern\\_Slavery\\_Statement2019.pdf](https://www.supc.ac.uk/images/SUPC_Modern_Slavery_Statement2019.pdf)

### **Our policies on slavery and human trafficking**

*The recently updated Purchasing Policy was approved by the University's Executive Board and comprehensively communicated. The Purchasing Policy reflects our commitment to act with integrity and ethically in all our business relationships and to implement and enforce effective systems and controls, including in relation to combatting modern slavery and human trafficking in our supply chains.*

*The University has a Public Interest Disclosure Policy in place that is intended to provide a process for and protection to University workers who wish to raise genuine concerns regarding, amongst other things, our business practices. This Policy is under review to ensure it is consistent with recent legal developments and recommended good practice as well as making express reference to modern slavery in a supply chain, as an example of a potential concern staff might disclose under the Policy.*

### **What we are doing now**

*The University is continuing to implement its Contract Lifecycle Management Programme. This includes:*

- *Identification and training of a number of key individuals who have authority to contract for material goods and services. Phase 2 of the training programme, targeting circa 50 University contract managers, is planned for 2019/2020. MSA education will be included.*
- *A "contracts repository". We are in phase 2 of the process to implement a suitable contracts repository software solution. The repository includes functionality to identify risks types, including modern slavery. It also identifies the relevant University contract manager and signposts where guidance on the MSA is provided and what the responsibilities of the contract manager are in identifying, managing and mitigating risks.*
- *Requirement for appropriate due diligence for new suppliers with whom we contract, which will include modern slavery checks. All MSA due diligence questions have been incorporated into our tendering documentation.*
- *Updated University of Surrey Terms and Conditions for the Supply of Goods and Services were developed in 2019, including provisions concerning compliance with applicable modern slavery laws, have now been implemented.*
- *Developing a suite of University standard contract templates covering all key goods and services. These templates now include appropriate modern slavery terms and conditions. We will continue to work on updating all of our JCT contracts for building works, as construction represents a higher risk area.*
- *Working with our estates building professional services consultants who procure most of our building related capital works, to ensure appropriate due diligence practices are in place in the supply chains.*
- *Implementing phase 1 of a sourcing project to develop a preferred supplier list for temporary labour recruitment agencies, where the new contracts will include*

*appropriate terms and conditions related to modern slavery, and to ensure appropriate due diligence practices are in place to prevent any forms of modern slavery.*

- *Work with our catering department to proportionately manage risks related to our food and beverage suppliers, including SME's.*

*A cross departmental Modern Slavery Working Group meets 3-4 times a year to:*

- *Continue to identify and assess potential risk areas in our supply chains.*
- *Continue to establish how to mitigate the risk of slavery and human trafficking occurring in our supply chains.*
- *Continue to monitor potential risk areas in our supply chains and consider proportionate ways to ensure compliance by our suppliers.*
- *Continue to develop or improve enablers such as policies, education and training, processes and guidelines to strengthen how we manage modern slavery associated risks.*
- *Considering appropriate, effective and proportionate ways of raising staff awareness.*

*The University also works with the Higher Education Procurement Association (HEPA) and institutions in our region, and we are a member of the HEPA Responsible Procurement Group whose scope includes MSA compliance.*

*This statement was approved by the Executive Board of the University of Surrey on 2 December 2019*



*Signed: .....*

*Professor GQ Max Lu*

*President and Vice Chancellor*

*Date: 17 January 2020*