

MODERN SLAVERY POLICY

Purpose/Intent

The purpose of this policy is to set out how Labourforce will deal with Modern Slavery within its supply chain, provide awareness of what is Modern Slavery and encourage individuals to be on the lookout for and report suspected acts of Modern Slavery. This policy will set out the guidelines that Labourforce is to follow, the protection that is afforded to those that report acts of Modern Slavery and training on what is Modern Slavery.

Labourforce values human rights and is committed to ensuring that all business operations are conducted according to ethical, professional, and legal standards in a fair, honest, and open manner. Modern slavery breaches the most fundamental freedoms and human rights of individuals and Labourforce will in no way condone, support, or contribute, either directly or indirectly to Modern Slavery.

With the introduction of the Modern Slavery Act 2018 (Cth), Labourforce is committed to assist in the eradication of Modern Slavery by implementing this policy and managing risks so as not to engage in Modern Slavery.

Definition and Examples of Modern Slavery

Modern Slavery is defined in the Modern Slavery Act (Cth) 2018 as conduct which would constitute:

An offence under Division 270 or 271 of the Criminal Code; or

An offence under either of those Divisions if the conduct took place in Australia; or

Trafficking in persons, as defined in Article 3 of the Protocol to Prevent, Suppress and Punish Trafficking in Persons, Especially Women and Children, supplementing the United Nations Convention against Transnational Organised Crime, done at New York on 15 November 2000 ([2005] ATS 27); or

The worst forms of child labour, as defined in Article 3 of the ILO Convention (No. 182) concerning the Prohibition and Immediate Action for the Elimination of the Worst Forms of Child Labour, done at Geneva on 17 June 1999 ([2007] ATS38).

Examples of what constitutes Modern Slavery (Modern Slavery Act 2018 (Cth) and Criminal Code 1995 (Cth) Divisions 270 and 271) include:

Slavery: one person treats another as though he or she owns that person, and that person is deprived of his or her freedom.

Servitude: A person is coerced to provide services, is forced to live on another person's property and cannot change his or her condition.

Forced Labour: A person is forced to involuntarily work or to provide a service without remuneration under the menace of a penalty.

Trafficking in Persons (including trafficking of orphanage children): A person arranges or facilitates the travel of another person to be exploited, without that person's knowledge or consent. This can be even where the person consents to the travel as they may have been deceived or unduly influenced.

Forced Marriage: A person enters a marriage without freely and fully consenting, because he or she was coerced, threatened, or deceived or otherwise incapable of understanding the nature and effect of the marriage ceremony.

Child Labour: Children below the age of 12 years of age undertaking at least one hour of economic activity, or 28 hours of domestic work; or children aged between 12 and 14 years of age undertaking at least 14 hours of economic activity or 42 hours of domestic work and economic activity combined.

Debt Bondage: A person's pledge of labour or services as security for the repayment of a debt or other obligation, but there is no hope of actually repaying the debt. The services required to repay the debt, or the time in which to repay the debt, may be undefined.

Other Slavery Like Practices.

Scope

This Modern Slavery Policy applies to all directors, officers, and employees of Labourforce. This policy should also be read in conjunction with the Labourforce Code of Conduct which serves as a guide for how employees conduct themselves as a member of the Labourforce team.

It is critical that all the obligations set out in this document are complied with. Modern Slavery can cause genuine and significant harm to individuals affected and there are significant reputational, financial, market and operational risks for Labourforce if Modern Slavery risks are not properly detected and addressed.

The Ethical Standards Officer

Labourforce has an Ethical Standards Officer who is responsible for the administration and management of the Modern Slavery Policy. The Ethical Standards Officer has the primary and day to day responsibility for implementing the policy, monitoring its use and effectiveness, dealing with any queries, auditing internal control systems and procedures to ensure they are effective in countering Modern Slavery. The Ethical Standards Officer is entitled to call upon any resources that he or she considers necessary to assist the Ethical Standards Officer in the performance of their role.

The Ethical Standards Officer will be nominated by the Director/Board of Directors.

Management at all levels are responsible for ensuring those reporting to them understand and comply with this Policy and are given appropriate training on it and the issue of Modern Slavery in supply chain.

Policy Statement

Labourforce prohibits all forms of Modern Slavery and seeks to educate and influence its employees, partners, and suppliers to ensure that no form of Modern Slavery is taking place in its own business operations or in its supply chain.

Labourforce employees, contractors, subcontractors, vendors, suppliers, partners, representatives, agents, and others through whom Labourforce conducts business must not engage in any practice that constitutes any form of Modern Slavery. This includes, but is not limited to, the following activities:

- Engaging in any form of trafficking in persons.

- Using forced labour in the performance of any work.

- Destroying, concealing, confiscating, or otherwise denying access by an individual to the individual's identity or immigration documents, such as passports or drivers' licenses, regardless of issuing authority.

Using misleading or fraudulent practices during the recruitment or offering of employment/contract positions to candidates, such as failing to disclose, in a format and language accessible to the potential candidate, basic information or making material misrepresentations during the recruitment of candidates regarding the key terms and conditions, including wages and fringe benefits, the location of work, the living conditions, housing and associated costs, any significant cost to be charged to the candidate, and, if applicable, the hazardous nature of the work.

If required by law or contract, failing to provide return transportation, or failing to pay for the cost of return transportation upon the end of employment.

Labourforce is committed to the Policy and has diligently put, or is putting, measures in place that are designed to prevent and detect Modern Slavery in our business and our supply chain.

The Labourforce programme in this regard contains the following elements:

A policy which articulates the commitment of Labourforce to prevent violations of the Modern Slavery Act and the Modern Slavery offences within the Criminal Code 1995 (Cth) within its operations and supply chain, being this Policy.

Communication of this Policy and all relevant elements of the programme to all employees throughout Labourforce and to our business partners and supply chain.

The assessment of Modern Slavery risks within Labourforce's operations and supply chain and the development of effective, efficient, and transparent controls to reduce exposure to those risks.

The adoption of anti-slavery requirements in contracts.

The conduct of appropriate due diligence on business partners, agents, contractors, consultants, subcontractors, and suppliers coupled with a requirement that they implement procedures which incorporate the principles of the Modern Slavery Act.

Training of all relevant individuals throughout Labourforce so that compliance with this Policy is the duty of all relevant employees at all levels and so that individuals can recognise Modern Slavery practices and take steps to avoid the same.

Labourforce is also committed to ensuring there is transparency in our own business operations and in our approach to tackling Modern Slavery throughout our supply chain, consistent with our disclosure obligations under the Modern Slavery Act.

In addition, Labourforce provides safe and fair working conditions for all its employees and ensures that no child labour is employed, in line with minimum age laws, within the countries that it operates. Labourforce expects the same standards from all of its contractors, suppliers, and other business partners and, as part of its contracting processes, includes specific prohibitions against the use of forced, compulsory or trafficked labour or anyone held in slavery or servitude, whether adults or children and we expect that our suppliers will hold their own suppliers to the same standards.

The nominated Ethical Standards Officer will report to the Board of Directors at least annually on the measures to prevent and detect Modern Slavery in its business operations and supply chain.

Pursuant to section 13 of the Modern Slavery Act, the Board of Directors commits to publishing a public statement annually, setting out the steps it has taken during that particular financial year to ensure that Modern Slavery is not taking place in any of our supply chain or within our own business.

Investigations and Audits

Labourforce will perform investigations and internal or external audits to verify that business is being conducted in compliance with this Policy.

All of Labourforce's employees and third parties through whom Labourforce conducts business are required to fully and promptly cooperate with the internal and external auditors and investigators of Labourforce, and must respond fully and truthfully to their questions, requests for information, and documents. Any failure by an employee to completely cooperate, or any action to hinder an investigation or audit, including for example, hiding or destroying any information or documentation, providing false answers or false information, or deleting emails or other documents, may be grounds for disciplinary action, up to and including termination, subject to applicable law.

Reporting

In accordance with the legislation, Labourforce will report externally on the actions it has taken to prevent Modern Slavery within its structure, supply chains and organisation.

Breaches

If a breach of this Policy has occurred or is likely to occur, the individual should report their breach to their direct manager the Labourforce Ethical Standards Officer as soon as possible.

If clarity is needed regarding a particular act, the treatment of workers more generally, or their working conditions within any tier of a Labourforce supply chain constitutes any of the various forms of Modern Slavery, the individual should raise a query with their direct manager and the Labourforce Ethical Standards Officer.

Any employee who breaches this Policy by engaging in or conspiring to engage in any Modern Slavery conduct will face disciplinary action. This could, in the most severe circumstances include immediate dismissal for misconduct or gross misconduct and, if warranted, legal proceedings may be brought against the employee.

The Ethical Standards Officer will arrange an investigation into reported breaches of this Policy. The investigation may utilise internal and external resources that the Ethical Standards Officer considers necessary. Labourforce may terminate its relationship with individuals, organisations and suppliers working on its behalf or engaged by it if they breach this Policy.

Protections

Labourforce will protect those individuals that report or identify Modern Slavery occurring within the organisation and supply chains.

If an employee, contractor, volunteer, or related person to Labourforce is aware of Labourforce or a supplier or service provider that is breaching Modern Slavery Laws, the individual should report the breach to their direct manager, or if not able to do so the next individual that is appropriate in the reporting chain of command.

Labourforce aims to encourage openness and will support anyone who raises genuine concerns in good faith under this Policy, even if those concerns turn out to be mistaken. Labourforce is committed to ensuring employees do not suffer any detrimental treatment as a result of reporting in good faith their suspicion that Modern Slavery of whatever form is or may be taking place in any part of our business or in any of our supply chain.

Detrimental treatment includes dismissal, disciplinary action, threats, or other unfavourable treatment connected with raising a concern. If you believe that you have suffered any such treatment, you should inform the Labourforce Ethical Standards Officer or the other Disclosure Officers immediately.

The individual may also make a report through Labourforce's Whistle-blower Protection Policy and be afforded protections under the Whistleblowing Laws and Labourforce's Policy.

Training

All employees will be made aware of this document and key personnel will be provided with sufficient training to enable them to fulfil the role(s) which are relevant to them.

Review

This policy will be reviewed on an annual basis or when required as a result of relevant legislative amendments, changes to regulatory guidance, relevant court decisions or as a result of the identification of improvement opportunities during a post-incident review.

Related Documents

Code of Conduct

Whistle-blower Protection Policy.

