

PROGRESS

RECRUITMENT SOLUTIONS

This statement is made as part of Progress Recruitment Solutions (UK) Ltd's commitment to eliminating the exploitation of people under the Modern Slavery Act 2015 (the Act). It summarises how Progress Recruitment Solutions (UK) Ltd operates, the policies and processes in place to minimise the possibility of any problems, any risks we have identified and how we monitor them, and how we train our staff.

This statement is published in accordance with section 54 of the Act, and relates to the financial year April 2018 to April 2019.

Laura Rycroft

Managing Director

1 Our Business

Progress Recruitment Solutions (UK) Ltd is a Limited Company operating in the recruitment sector. We provide introductory services in the automotive and logistics sectors.

Progress Recruitment Solutions (UK) Ltd is an independent business.

1.1 Who we work with

All of the hirers that we work with, and all of the work-seekers we provide, are known to and identified by our staff. We do not supply work-seekers to hiring companies through any intermediaries. / Some of our work-seekers are supplied via other businesses, who facilitate providing them to the eventual hiring company.

1.2 Other relationships

As part of our business, we also work with the following organisations

- the Recruitment and Employment Confederation (www.rec.uk.com) and the Institute of Recruitment Professionals (www.rec-irp.uk.com)

2 Our Policies

Progress Recruitment Solutions (UK) Ltd has a modern slavery policy available at: <https://www.progressrecruitment.co.uk/downloads>

In addition, Progress Recruitment Solutions (UK) Ltd has the following policies which incorporate ethical standards for our staff all of which can be viewed at: <https://www.progressrecruitment.co.uk/downloads>

- Equality & Diversity Policy
- Environmental Policy
- Information Security & Data Protection Policy

Policy development and review

Progress Recruitment Solutions (UK) Ltd's policies are established by our directors based on advice from HR professionals, industry best practice and legal advice. We review our policies annually or as needed to adapt to changes.

2 Our Processes for Managing Risk

In order to assess the risk of modern slavery, we use the following processes with our suppliers:

- We review the potential for risk at regular intervals, including the possibility of re-auditing a supplier or conducting spot checks.

After due consideration, we have not identified any significant risks of modern slavery, forced labour, or human trafficking in our supply chain. However, we continue to be alert to the potential for problems.

Additionally, we have taken the following steps to minimise the possibility of any problems:

- We reserve the right to conduct spot-checks of the businesses who supply us, in order to investigate any complaints.

Our staff are encouraged to bring any concerns they have to the attention of management.

3 Our Performance

As part of monitoring the performance of Progress Recruitment Solutions (UK) Ltd we track the following general key performance indicators:

- Volume of candidates placed within work
- Location of candidates placed within work

Based on the potential risks we have identified, we have also established the following key performance indicators, which are regularly assessed by our board of directors

- the percentage of suppliers who sign up to an appropriate code / provide their own modern slavery statements
- the percentage of candidates supplied from audited businesses / our preferred supplier list

- the level of modern slavery training and awareness amongst our staff

We benchmark our indicators against industry best-practice in order to ensure that we do not put undue pressure on our suppliers that might increase the potential for risk.

4 Our Training

All of our staff receive training and support that is appropriate to their role. In particular:

- Our recruiters, HR personnel, and staff involved in our procurement and supply chains undertake training courses that include guidance around modern slavery and human trafficking, as well as other wider human rights issues.

As part of this, our staff are encouraged to discuss any concerns that they have.

Training is refreshed annually.