

**Woodbridge Timber Ltd**  
**Modern Slavery Act Statement**

Structure

Woodbridge Timber operates as an importer, wholesaler and distributor of timber and timber products to the UK timber trade.

Operating from an office in Woodbridge, Suffolk, the Company forms part of the James Walker (Leith) Ltd Group of Companies based in Livingston, Scotland.

The company predominantly sells timber and timber related products to 3 main sectors of the UK timber trade: timber frame housebuilders, Roof Truss manufacturers and timber merchants.

Policies

As part of the larger Group the Company is committed to, and has a range of policies that include:

- Equal Opportunities
- Ethical Trading Code of Conduct and Human Rights
- Bribery & Corruption
- Anti-money laundering

Supply Chain

We are committed to purchase goods and services from providers who operate their businesses in compliance with our policies as listed above and any relevant legislation that reinforces these policies.

Our supply chain for timber and related products is predominantly based overseas due to the nature of our business as importers. However our decision who to conduct business with is based on long term relationships with suppliers with whom we have common goals and values. All timber imports come from EU denominated suppliers including some from EFTA countries such as Norway and Switzerland. Beyond the EU we occasionally purchase timber from Canada or America.

Our supply chain for service provision includes that of freight forwarding / port operations along with haulage / distribution and general office / IT/ infrastructure supplies.

We expect our supply chain to adhere to our core policies and values whilst working alongside us in a transparent and compliant relationship. Our main suppliers are routinely reviewed and evaluated on a range of criteria to ensure our ability to best meet the needs of our customer and ensure compliance with legislation. These reviews and evaluations have now been updated to include information on slavery & human trafficking with suppliers required to sign up to our policies and to assist in ensuring equivalent requirements are passed back up the supply chain.

However we remain committed to exercising vigilance at all times to the risk of slavery & trafficking activities and to ensure our reviews and evaluations of our suppliers are sufficiently thorough to maintain their effectiveness.

Training / Employment

All our staff are employed in the UK on terms that comply with current UK legislation. We are currently in the process of reviewing our staff handbook to ensure all our policies are up to date and in line with industry best practice. Once this is completed we will be issuing all employees with a new staff handbook. As well as issuing the new staff handbook it is extremely important that all staff attend training sessions to highlight any changes or variations and that they clearly understand the policies and what they mean to the Company and to the individuals themselves. The handbook along with any other policies will be readily available/accessible on our internal intranet or from HR, and any updates will be sent to all staff along with any training sessions where applicable.

The Company is committed to move forward from this initial statement in future years to ensure that our business and our supply chain operates free from enforced labour, human trafficking and slavery.



Approved by the board of Directors of Woodbridge Timber Ltd,  
Signed by Scott Anderson, Director on 31<sup>st</sup> August 2016.