

## **ANTI-SLAVERY AND HUMAN TRAFFICKING STATEMENT**

### **For the City & Guilds Group Financial Year commencing 1 September 2018**

The City & Guilds Group (the “Group”) is committed to improving our practices to combat slavery and human trafficking.

The Group has a zero-tolerance approach to modern slavery, and we are committed to:

- acting ethically and with integrity in all our business dealings and relationships;
- implementing and enforcing effective systems and controls to ensure modern slavery is not taking place anywhere in our own business or in any of our supply chains;
- ensuring there is transparency in our own business and in our approach to tackling modern slavery throughout our supply chains, consistent with our disclosure obligations under the Modern Slavery Act 2015.

We have published an anti-slavery and human trafficking policy on our Group website which reflects this commitment. Our policy applies to all members of staff and to our suppliers.

### **OUR STRUCTURE**

The City and Guilds of London Institute is a registered charity in England, Wales, and Scotland, and is the parent organisation of the Group. The Group has over 1400 employees, and operates in over 100 countries.

### **OUR BUSINESS**

We work with education providers, employers, and governments worldwide to help people, businesses and economies grow by shaping skills systems and supporting skills development.

The Group is made up of seven businesses: City & Guilds, ILM, Kineo, The Oxford Group, Gen2, Intertrain, and DigitalMe. Together, we set the standard for professional and technical education and corporate learning and development around the world.

Each of our businesses has its own distinct focus. As a Group, our combined products and services provide a comprehensive range of work-relevant qualifications, assessment, training, and learning support services.

### **OUR SUPPLY CHAINS**

Our supply chains include organisations and individuals which support the delivery of our products and services, including providers of:

- qualifications, assessment, and accreditation;
- e-learning and learning technology;
- leadership and management development;
- technical skills training.

### **DUE DILIGENCE PROCESSES**

As part of our processes to identify and reduce the risk of modern slavery and human trafficking in our business and supply chain, we:

- require all bidders responding to formal tenders to provide their anti-slavery and human trafficking policy to us to review as part of the supplier selection process;
- ensure that anti-slavery and human trafficking considerations form part of the procurement process in accordance with our Procurement Policy and our Sustainable Procurement Handbook;

- include modern slavery considerations in our policy in relation to the use of employment agencies and the direct hiring of employees;
- ensure all Hiring Managers are trained in relation to modern slavery issues via online learning modules; and
- include anti-slavery and human trafficking provisions within our standard supplier agreements.

## RISK ASSESSMENT AND MANAGEMENT

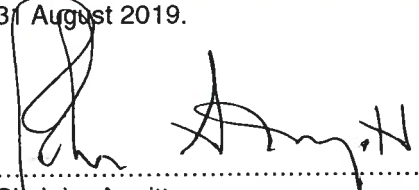
As part of our procurement process, we carry out appropriate checks on potential new suppliers in order to evaluate whether there is any risk of slavery or human trafficking. We require all of our suppliers to adhere to our supplier code of conduct and our anti slavery policy. If we become aware of a failure to comply with our anti-slavery policy, the relevant member of the Group may terminate its relationship with the supplier, or elect to work with the Supplier to resolve such issues.

## TRAINING

We offer face to face training on modern slavery via our intranet to enable staff members to gain a high level of understanding of the risks of modern slavery and human trafficking in our supply chains and our business. We monitor changes in the legislation and best practice, and keep this information up to date. We also ensure that all Hiring Managers are trained on modern slavery issues via online learning modules.

## APPROVAL

This statement is made pursuant to section 54(1) of the Modern Slavery Act 2015 and constitutes the Group's slavery and human trafficking statement for the financial year ending 31 August 2019.



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Sir John Armitt  
Chairman  
The City and Guilds of London Institute

13.2.20

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Date