



## **Annual Transparency Statement in accordance with the Modern Slavery Act 2015**

This statement explains the steps that we have taken to eliminate slavery and human trafficking from our supply chain. It is a requirement under Section 54 of the Modern Slavery Act 2015 for commercial organisations with an annual turnover exceeding £36m operating in the UK to produce an annual transparency statement setting out the steps taken during the financial year to ensure that slavery and human trafficking is not taking place in any of its supply chains or any part of its business. Suction Excavator Solutions Limited is not required to produce an annual transparency statement, but has chosen to set out its processes and procedures in place to ensure that slavery and human trafficking is not taking place.

### **1. Organisational structure**

Suction Excavator Solutions Limited is owned by two individual shareholders. It does not have any subsidiaries. Suction Excavator Solutions Limited employs 11 people and is based in the UK.

### **2. Business model and supply chain**

We are an innovative company providing new technologies and solutions in the Suction Excavator hire market.

Our machines use compressed air to expose buried pipes, cables and other utilities underground without damaging them. This method is a completely dry method as it doesn't use water pressure.

We have the following certifications in our industry:

- Achilles UDVB
- CPA Membership
- EUSR Approved training centre

Our supply chains are relatively simple in that we do not supply goods to our customers only a service therefore our supply chain tends only to be 3-4 tiers e.g. raw material supplier > Manufacturer > Retailer > SES.

Our machines have been purchased from companies in the UK. We only supply to the UK.

Our relationship with our suppliers is a close one, being a small team, our suppliers often deal with the same few people meaning strong relationships are built quickly.

We thoroughly check supply chains to ensure the potential for slavery and human trafficking is significantly reduced.

We tell the companies we do business with that we are not prepared to accept any form of exploitation.

We are in the process of ensuring all our supplier contracts contain an anti-slavery clause. We will ensure this flows down through all layers of our supply chain, prohibits suppliers and their employees from engaging in slavery or human trafficking.

We ensure we can account for each step of our supply processes, we know who is providing goods and services to us and we have mechanisms and processes in place to check. We have a list of approved suppliers which we use. We also have a specific supplier approval procedure in place which we follow. This procedure sets out the steps that all staff must follow when selecting a supplier for the approved list. The procedure includes a supplier questionnaire to be issued, which has a rating system. As part of our process we also ensure that the suppliers we use have the relevant certifications required. The approved supplier list is reviewed annually.

### **3. Policies**

We:

- maintain clear procedures preventing exploitation and human trafficking, and protecting our workforce and reputation
- are clear about our recruitment policy
- lead by example by making appropriate checks on all employees, recruitment agencies, suppliers, etc to ensure we know who is working for us
- ensure we have in place an open and transparent grievance process for all staff
- seek to raise awareness so that our colleagues know what we are doing to promote their welfare

As part of our commitment to combating modern slavery, we have implemented the following policies:

- Supplier approval procedure; and
- Recruitment policy.

We also have a staff handbook, which includes a disciplinary and grievance policy.

### **4. Due diligence and auditing**

We regularly evaluate the nature and extent of our exposure to the risk of modern slavery occurring by reviewing our policies and procedures on an annual basis.

### **5. Risk assessment**

We do not consider that we operate in high risk sectors or locations because our business operates in the UK, which is not a high risk country.

We manage any potential risks areas through our procedures set out in the policies detailed above. If we find evidence of a failure to comply with our policies we will immediately seek to terminate our relationship with the relevant supplier.

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## 6. Training

We provide training and ongoing support to all staff members. All employees are encouraged to identify and report any concerns in relation modern slavery and human trafficking.

## 7. Monitoring our procedures

We will review this statement regularly, at least annually, and we will provide information and/or training on any updates or changes we make.

Signed.....  
*Cardener*

Director

February 2018