
Modern Day Slavery and Human Trafficking Policy

Bee Services is committed to preventing acts of modern slavery and human trafficking in its corporate activities. This statement is made in accordance with section 54 of the Modern Slavery Act 2015 and sets out the steps that Bee Services has taken and is continuing to take to ensure that modern slavery or human trafficking is not taking place within our business supply chains, including sub-contractors and partners.

Modern slavery encompasses slavery, servitude, human trafficking and forced labour. Bee Services has a zero-tolerance approach to any form of modern slavery. We are committed to acting ethically and with integrity and transparency in all business dealings and to putting effective systems and controls in place to safeguard against any form of modern slavery taking place within the business or our supply chains.

The company Directors and senior management shall take responsibility for implementing this policy statement and its objectives and shall provide adequate resources (training, etc.) and investment to ensure that slavery and human trafficking is not taking place within the organisation and within its supply chains.

Our policies:

We operate a number of internal policies to ensure that we are conducting business in an ethical and transparent manner. These include:

- **Modern Slavery Policy:** this policy sets out the organisation's stance on modern slavery and explains how employees can identify any instances of this and where they can go for help.
 - **Recruitment policy:** We operate a robust recruitment policy, including conducting eligibility to work in the UK checks for all employees to safeguard against human trafficking or individuals being forced to work against their will.
 - **Equal Opportunities and Dignity at Work:** This policy sets out our commitment to diversity in the workplace, together with our anti-harassment measures.
 - **Whistleblowing policy:** We operate a whistleblowing policy so that all employees know that they can raise concerns about how colleagues are being treated, or practices within our business or supply chain, without fear of reprisals.
 - **Corporate Social Responsibility policy:** This policy explains the way we behave as an organisation in relation to the environment and our society including our commitment to charity volunteering and support.
 - **Business conduct and ethics:** This code explains the way we conduct our business and the ethics that underpin our organisation together with how we expect our employees and suppliers to act.
 - **To pay our employees at least the national minimum wage / national living wage.**
- We have added modern slavery to our employee handbook and our on boarding process.

Our supplies:

In addition to the above, as part of our contract with suppliers, we require that they confirm to us that:

- They have taken steps to eradicate modern slavery within their business
- They hold their own suppliers to account over modern slavery
- (For UK based suppliers) They pay their employees at least the national minimum wage / national living wage (as appropriate)
- (For international suppliers) They pay their employees any prevailing minimum wage applicable within their country of operations
- We may terminate the contract at any time should any instances of modern slavery come to light.

The implementation and operation of this management system underlines our commitment to this policy. Formal procedures concerning slavery and human trafficking have been established, including disciplinary procedures where they are breached. Additional procedures ensure that this policy is understood and communicated to all levels of the company, and that it is regularly reviewed by the Directors to ensure its continuing suitability and relevance to the company activities.

Bee Services is London and the South East's premier cleaning company for offices, educational establishments, restaurants and industrial facilities. It enables office managers, school and college administrators, restaurateurs and industrial site managers to be confident that their premises will be cleaned professionally, safely and hygienically, to the highest standards, without breaking their budgets. Since 1984, Bee Services has worked with more than 200 companies, including Hard Rock Café, Conran, RNIB and Les Ambassadeurs Club. To learn more please visit: www.beeservices.org.uk
