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Introduction

This statement sets out the actions of Level Five Supplies Ltd and its subsidiaries (parts of Royston Holdings Ltd), hereafter abbreviated to LFS, to understand all potential modern slavery risks related to its business and outlines the steps in place that are aimed at ensuring there is no slavery or human trafficking in its own business and its supply chains. This statement relates to actions and activities during the financial year 1 April 2020 to 31 March 2021.

As part of the robotic systems, sensors and related technologies sector, the organisation recognises that it has a responsibility to take a robust approach to slavery and human trafficking.

The organisation is absolutely committed to preventing slavery and human trafficking in its corporate activities, and to ensuring that its supply chains are free from slavery and human trafficking.

Organisational structure and supply chains

This statement covers the activities of LFS:

LFS business deals in the robotic systems, sensors and related technologies and we ship to businesses around the UK, Europe and internationally. Our products are sourced or manufactured in both the UK and other countries by our trusted suppliers.

Operation and supply

LFS head office and distribution office are in the UK. Products are shipped into our UK office and are picked and packed to send out to our customers, both in the UK and abroad.

Process of Assessment

The following is the process by which the company assesses whether or not particular activities or countries are high risk in relation to slavery or human trafficking.

The UK offices have a dedicated HR Adviser who ensures that all legal requirements are met with regards to employment of its staff.

Responsibility

Responsibility for the organisation's anti-slavery initiatives employ the following strategies:

- **Policies**
- **Risk assessments**
- **Investigations/due diligence:**
- **Training**

Relevant policies

The organisation operates the following policies that describe its approach to the identification of modern slavery risks and the steps taken to prevent slavery and human trafficking in its operations.

Whistleblowing policy – LFS encourages all its workers, customers and other business partners to report any concerns related to the direct activities, or the supply chains of, the organisation. This includes any circumstances that may give rise to an enhanced risk of slavery or human trafficking. The organisation's whistleblowing procedure is designed to make it easy for workers to make disclosures without fear of retaliation.

Employee code of conduct – LFS's code of conduct makes clear to employees the actions and behaviour expected of them when representing the organisation. The organisation strives to maintain the highest standards of employee conduct and ethical behaviour when operating abroad and managing its supply chain.

Supplier/Procurement code of conduct - the organisation is committed to ensuring that its suppliers adhere to the highest standards of ethics. Suppliers are required to demonstrate that they provide safe working conditions where necessary, treat workers with dignity and respect, and act ethically and within the law in their use of labour. The organisation works with suppliers to ensure that they meet the standards of the code and improve their employee's working conditions. However, serious violations of the organisation's supplier code of conduct will lead to the termination of the business relationship.

Recruitment/Agency workers policy – LFS uses only specified, reputable employment agencies to source labour and always verifies the practices of any new agency before enlisting its services and accepting employees from that agency.

The organisation undertakes due diligence when considering taking on new suppliers, and regularly reviews its existing suppliers. The organisation's due diligence and reviews include:

- Supplier self-assessment forms and compliant documentation
- Evaluating the modern slavery and human trafficking risks of each new supplier

Training

LFS provides staff within the organisation with comprehensive literature on modern slavery provided by GOV.UK guidance:

<https://www.gov.uk/government/publications/modern-slavery-training-resource-page/modern-slavery-training-resource-page>

Help is available through the Modern Slavery Helpline, Gangmasters Licensing Authority and "Stronger together" initiative.

Modern Slavery Helpline: 08000 121 700 or online

at: www.modernslaveryhelpline.org provides information and advice about modern slavery, a 24 hour telephone reporting line, online reporting through the website, and can provide training to public sector organisations on modern slavery.

Approval

This statement has been approved by the organisation and will be reviewed and update annually.

Alex Lawrence-Berkeley, CEO

Level Five Supplies Ltd