

MODERN DAY SLAVERY STATEMENT

Citicare Ltd a trading company which is one of the Citipost Ltd companies, is committed to preventing modern slavery and human trafficking in its corporate activities and its supply chain.

Citicare Ltd is an independent distributor of hygiene and PPE equipment within the UK and we have approximately 60 direct employees. Our workforce consists of a combination of employed and self-employed staff. Agency workers are to be used should the local labour conditions and demands of the business increase.

Citicare Ltd are committed to tackling this crime through effective due diligence and risk assessment, raising awareness of modern slavery and working together to protect the most vulnerable groups of people. The key elements include:

Vetting procedures

We conduct robust vetting and screening checks on all our employees. Specifically, we ensure photo ID checks are carried out, references are supplied for all employees and that bank accounts are in the name of the employee to where their monthly wages will be paid.

Whistle blowing

All our colleagues have access to our whistle blowing policy which is documented in our employee handbook. Our policy includes details of who to report any issues and/or concerns to.

Supplier approval

In order to do business with Citicare Ltd our suppliers are required to complete a supplier approval form. This document is then reviewed to ensure they meet our expectations in line with ISO9001, ISO14001 and ISO27001. All our suppliers must have robust measures in place to prevent slavery and human trafficking within their business to ensure they meet our supplier approval process which assesses adherence to our requirements.

Continuous employment

We have a dedicated internal department which ensures compliance is driven and adhered to. Continuous improvement plans are created for the business annually and the department provides guidance and support to all employees where necessary.

Risk and compliance

Modern slavery involves criminal activity and signs can often be very subtle and difficult to identify.

Citicare Ltd regularly evaluates their risk of slavery and human trafficking. Where a potential risk may occur, an investigation will take place and robust processes will be followed.

We are currently engaging stakeholders and mapping requirements with our HR department using risk assessment tools.

This programme raises awareness of issues such as forced labour, exploitive practices by labour providers and human trafficking.

Future action and sign off

We will continue to review and tack necessary action to prevent slavery and human trafficking in line with our above statement.

This statement relates to the year 2020 and was approved by the board of Directors of Citicare Ltd. This statement will be reviewed an updated annually.