



Note that this policy covers both Service Ceilings Limited t/a SCL Interiors & SCL Interiors (London) Limited

Service Ceilings Limited is committed to social and environmental responsibility and has zero tolerance for slavery and human trafficking. As part of this commitment, we have adopted procedures and this policy to which we hold ourselves and our supply chain accountable.

The **Service Ceilings Limited** Supplier Code of Conduct prohibits the use of forced, bonded (including debt bondage) or indentured labour, involuntary prison labour, slavery, or trafficking of persons.

Service Ceilings Limited considers each supplier's conduct vis-à-vis the **Service Ceilings Limited** Supplier Code of Conduct when awarding and/or renewing business with the supplier.

Service Ceilings Limited has taken a variety of actions to verify the absence of forced labour, slavery, and human trafficking in our supply chain.

Service Ceilings Limited will not employ any person from, non-authorised labour agencies or third parties. Nor will labour be engaged directly from street side locations.

Outline of the organisation's business model, structure and supply chain relationships

Service Ceilings Limited are specialists covering the fields of structural framing systems (SFS), stud partitioning & wall linings, demountable suspended ceilings, glazed partitioning and acoustic wall & ceiling panel providers.

SCL Interiors (London) Limited are specialists also covering the fields of structural framing systems (SFS), stud partitioning & wall linings, demountable suspended ceilings, glazed partitioning, acoustic wall & ceiling panel providers. In addition to this, SCL Interiors (London) Limited also cover glazing, windows, rendering, plastering and cladding including rainscreen.

It is our approach to comply with all laws and regulations relevant to our business

Service Ceilings Limited obtains its supplies from recognised organisations that are committed to social and environmental responsibility and have zero tolerance for slavery and human trafficking

Suppliers and sub-contractors

As part of the regular review of suppliers, suppliers are required to confirm that they conform to this procedure and policy.

This includes any recruitment agencies or organisations providing labour only.

Failure to make that commitment will result in the supplier being removed from the approved suppliers list and they may be reported to the National Crime agency.

Staff and self-employed subcontractors (workers)

If you are employing others make sure you are aware of the national minimum wage rates & make sure you adhere & pay operatives fairly at all times. Payments should be made no later than fortnightly. If you are employing others, please make sure you adhere to Health and Safety &



Management Systems Manual
Anti-slavery procedure
Level 1 Manual

Reference: MSP12
Revision: 2
Date: 01/09/2021
Page: 2 of 2

welfare regulations at all times any failure to the above will result in you being removed from our supplier list & may also result in being reported to the National Crime agency.

Service Ceilings Limited recruitment procedure requires all persons working for the organisation to be authorised to work in the UK.

This policy will be published on the company website and reviewed annually unless circumstances require a review to be undertaken.

Signed *Adam Nurse*

Date *01.09.21*

Position *MD*

Name: *ADAM NURSE*