

Modern Slavery Policy Statement

Introduction

This statement is made according to section 54(1) of the Modern Slavery Act 2015 and constitutes TRL's slavery and human trafficking statement for the financial year ending 30 June 2020. This statement applies to TRL Ltd, its subsidiary companies and people working on its behalf. Our headquarters is in Wokingham, and we have offices elsewhere in the UK, in Germany and in India.

The environment we work in is research, technology and software, which are activities that have limited opportunity for slavery and human trafficking activities. We have a limited supply chain in terms of goods and materials with these being primarily restricted to standard office equipment or the provision of academic research. We deliver work to countries with a high-risk profile for forced labour and slavery but we pay close attention to the way that work is delivered and/or subcontracted in these countries. We do not employ seasonal or temporary workers.

We commit to preventing slavery and human trafficking in our activities and to ensuring that supply chains are free from slavery and human trafficking. We expect the same standards from our suppliers and their suppliers in turn. We will, through the way we work show that we are committed to:

- Taking responsibility for the health and safety of employees
- Promoting equal opportunities for, and treatment of, its employees irrespective of skin colour, race, nationality, social background, disability, sexual orientation, political or religious conviction, sex or age
- Respecting the personal dignity, privacy and rights of each individual
- Not using slave labour, illegal child labour or forced labour
- Refusing to employ or make anyone work against their will
- Refusing to tolerate any unacceptable treatment of employees, such as mental cruelty, sexual harassment or discrimination
- Providing fair remuneration and implementing the applicable national statutory minimum wage
- Complying with the working hours laid down in the applicable laws

Everyone who works for us is responsible for working in a way that supports this. We will challenge behaviour that falls short of expectations, identify issues and report them without fear of reprisal

Steps for the Prevention of Modern Slavery

Our risk assessment process aims to identify and assess potential legal, ethical and regulatory matters which could affect our work. Identified risks are documented in the Project Risk Log, which is managed throughout the lifetime of the project and escalated to the Business Risk Register where appropriate.

Our processes are intended to:

- Identify and assess potential risk areas in our business and supply chains
- Reduce the risk of unethical or illegal behaviour occurring in our business and supply chains
- Cascade the modern slavery requirements down our supply chain
- Provide adequate protection for whistleblowers.

Key Policies and Procedures

- **Business Performance Policy** – This is our code of conduct which describe the actions and behaviour expected of anyone when representing the organisation. It describes our business approach and includes sections about fraud, bribery, corruption, safeguarding and our ethics processes.
- **Purchasing Procedure** – TRL 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, treat workers with dignity and respect, and act ethically and within the law in their use of labour. When considering

