

Modern Slavery Act Policy 2016

We are committed to improving our practices to combat slavery and human trafficking. Annodata takes its obligations under the Modern Slavery Act 2016 very seriously and has a robust working practise to comply with its obligations. This Policy document sets out those practises and gives insight into the supply chain and business processes of the company.

Any concerns from any member of Annodata staff concerning a likely risk of, or actual, breach of our policy or the Legislation must be raised to the Human Resources Director at the earliest opportunity.

Organisation's Structure and Business

Annodata, established in 1988, is one of the UK's leading independent providers of Unified Communications, ICT and Managed Print Services. In an age of rapid technological change we bring together printing, telephony and mobile, audio visual, document management, and collaboration tools to build and maintain our clients' business infrastructure. With clients in both the private and public sectors our team of specialists understand the needs of medium and large organisations and can help re-engineer an organisation communications processes through a fully managed service. Our long standing relationships with leading global enterprises including O2, Avaya, Canon, Kyocera, Mitel and Ricoh give our clients access to the latest technologies so they can be sure their business infrastructure will meet their needs now and in the future.

Our Supply Chain

Annodata has a long history of working with business partners and associates and our business operating model relies on an integrated and seamless service to clients, regardless of which mix of resources is delivering the service. At any one time, we will have multiple Partner Organisations Associates as part of our supply chain working alongside our employed staff in delivering our services.

Our supply chain is underpinned by a rigorous contractual process, which means that every Partner has either a Partner Agreement or a Framework Consultancy Agreement in place. Both of these documents have distinct obligations to comply with our Anti-Slavery and Human Trafficking Policy. Each Partner assures that they will comply with this policy. Furthermore, we have rights of audit to enable us to ensure the policy is being rigorously enforced. Each of our Associates has an Associate Contract, which contains a copy of this policy. We also have right of audit for Associates. Our Partners and Associates are carefully selected and each of them is allocated to a Methods Advisory member of staff to maintain effective communication and assess their business performance on our work.

Process and Accreditation

As an experienced and mature service provider, all of our services are underpinned by robust certified processes and a variety of industry and partner accreditations. All of our accreditations are built into an internal Quality Management System that defines the control systems and quality procedures used throughout the company to ensure that we provide an excellent quality service.

Our Policies On Slavery and Human Trafficking

We are committed to ensuring that there is no modern slavery or human trafficking in our supply chain or in any part of our business. Our Anti-Slavery Policy reflects our commitment to acting ethically and with integrity in all our business relationships and to implementing and enforcing effective systems and controls to ensure slavery and human trafficking is not taking place anywhere within our supply chain.

Training

To ensure a high level of understanding of the risks of modern slavery and human trafficking in our supply chains and our business, we provide training to our staff. We also require our Partners to provide training to their staff and suppliers and providers in their respective supply chain. This statement is made pursuant to section 54(1) of the Modern Slavery Act 2015 and constitutes our slavery and human trafficking statement for the financial year ending 30th April 2016.