



Slavery and Human Trafficking Statement Financial Year ended 31 December 2017

This statement is made pursuant to section 54(1) of the Modern Slavery Act 2015 and describes the actions taken to ensure that our business and our supply chains are free from slavery and human trafficking.

Our Business and Organisational Structure

Liberata helps government deliver, run and automate complex services. We operate exclusively within the UK, primarily within the public sector market, providing specialist business process and transaction management services. We operate from 11 offices across the country.

Liberata is a subsidiary of Outsourcing UK Limited, which is wholly owned by Outsourcing Inc., an international company headquartered and quoted in Tokyo. The group specialises in business process outsourcing, transaction processing, data management, IT and business services, and recruitment and resourcing.

Our Policies

We have a comprehensive range of policies and operating procedures covering the recruitment, employment and conduct of people directly engaged in our business.

Our expectations are clearly documented in a Code of Conduct which applies to our staff, and our employees are supported by policies covering Equality and Diversity, providing clear Grievance procedures, ensuring Dignity at Work and means to facilitate Whistleblowing.

Our policies ensure that all employees are treated fairly and equally and are paid in accordance with the law. Our employees are not contractually required to work more than 48 hours per week.

These arrangements are under-pinned through a recognition agreement with the public sector trade union, Unison enabling independent and collective representation of interests.

Our policies apply to all employees and are available via our intranet.

We are confident that the practices we adopt and the terms on which we employ, manage and organise our workforce are of a high standard and effectively safeguard against the exploitation, abuse or coercion of the people we directly employ.

Our Supply Chain

We rely on suppliers to support our business, particularly in relation to recruitment, IT application software and services, office and facilities services and professional services from lawyers, accountants and other advisers.

Our supply chain consists of large, reputable suppliers of industry standard goods and services (themselves subject to section 54(1) of the Act), medium sized providers of

specialist support services, and small, locally based suppliers of general services. All suppliers are UK based.

We have preferred suppliers across many parts of our supply chain and employees are encouraged to use them. Potential new suppliers are subject to a process of due diligence which includes a financial assessment and confirmation of trade references.

We have a Supplier Code of Conduct for our suppliers to adopt, the requirements of which reflect our own internal standards and our Standard Supplier Terms and Conditions have been updated to reference the obligations of the Modern Slavery Act 2015.

We continue to believe that the composition of our supplier base and the nature of the goods and services we procure, lessen the risk that slavery or human trafficking is present within our supply chain.

Training

Whilst we don't provide specific training to our employees in relation to Modern Slavery, our policies appropriately reference the provisions of the Modern Slavery Act 2015. Our policies are available to all employees via our intranet.

Liberata UK Limited has adopted and supports the principles of the UN Global Compact (<https://www.unglobalcompact.org/what-is-gc/mission/principles>), we recognise the reality of human slavery and our responsibility, and the responsibility of our partners, to ensure the protection of human rights.

Signed



Name of Director: Robert Price

Approved by the Board of Directors of Liberata UK Limited

Date: 25 June 2018