

The Orchard Group Modern Slavery & human trafficking statement

Financial year 2018/2019

Introduction

This statement conforms with section 54 of the Modern Slavery Act 2015 and outlines the steps that the Orchard Group has taken and will continue to take to prevent modern slavery or human trafficking occurring within our business.

The Orchard Group has a zero tolerance approach to any form of modern slavery including, but not limited to, slavery, servitude, human trafficking and forced labour. We take our responsibilities under the Modern Slavery Act seriously whilst acknowledging our responsibility to be alert to any potential risks in our business and wider supply chain. We are committed to acting ethically and with integrity and transparency in all business dealings and to putting effective systems and controls in place to safeguard against any form of modern slavery taking place within our business or supply chain.

All employees are expected to report concerns immediately and management are expected to act upon them.

Our Business

The Orchard Group comprises Orchard Information Systems Limited and In4Systems Limited and we are a UK based software provider with a head office based in Newcastle upon Tyne. We focus our efforts and energies on providing software, services and supporting technical solutions that help Housing businesses and Public Sector organisations to improve the lives of their customers, tenants and residents.

Our Supply Chain

The Orchard Group has zero tolerance to any form of slavery and human trafficking. We expect those who form part of our supply chain to comply with our values and our policies relating to this. Throughout procurement stages, we look to seek assurance that our

suppliers conduct their business with a zero tolerance approach to any form of slavery and human trafficking.

Our Policies and Due Diligence

We are committed to preventing modern slavery or human trafficking in our organisation or within our supply chain. As part of our efforts to identify and mitigate risk, the Orchard Group operates a number of internal processes to ensure that we are conducting business in an ethical and transparent manner. These include:

- All operational delivery remains within the UK.
- All recruitment into the Orchard Group is managed by a specialist Recruitment Officer who ensures that recruitment and employment practices comply with company policies and UK employment legislation. We operate a robust policy, including conducting eligibility to work in the UK checks for all employees to safeguard against human trafficking or individuals being forced to work against their will.
- Our employees are paid above the national minimum wage.
- All policies within the Orchard Group are compliant with the Working Time Directive.
- We do not operate zero hours contracts.
- We strive to build long standing relationships with key suppliers and clearly set out our expectations of business behaviours and necessary compliance with UK law.
- Company policies are available to all employee partners via the company intranet/google site.

Our Suppliers

The Orchard Group will make all immediate suppliers aware of our requirement to prevent modern slavery occurring in our business or supply chains and we will confirm our expectation that organisations with whom we do business should adopt and enforce policies to comply with the legislation. Whilst completing this due diligence, we will request that all suppliers within our immediate supply chain complete a questionnaire and confirm their understanding and acceptance of this statement.

If any occurrences of modern slavery are discovered and/or ignored within our supply chain, the Orchard Group will cease business with this supplier immediately.

Training and Awareness

All senior managers within the Orchard Group are aware of our approach to Modern Slavery and human trafficking.

As an organisation we provide mandatory training in equality & diversity issues to all employees upon joining the Orchard Group.

Our performance indicators

The Orchard Group have put many steps in place to prevent modern slavery and/or human trafficking taking place within our business or supply chain. The effectiveness of these steps will be clear if there are no reports received from our employees, the public, or law enforcement agencies to indicate that modern slavery practices have been identified.

Compliance with the Modern Slavery Act is regularly monitored and all levels of risk and compliance are reported to the Executive Team.

This statement was approved by the Chief Executive Officer on 29 March 2018.

Name: Pat Clarke

Date: 29/03/2018