

## Modern Slavery Statement.

This statement is made as part of Optime Group Limited's commitment to eliminating the exploitation of people under the Modern Slavery Act 2015 (the Act). It summarises how Optime Group Limited operates, the policies and processes in place to minimise the possibility of any problems, any risks we have identified and how we monitor them, and how we train our staff.

This statement is published in accordance with section 54 of the Act, and relates to the financial year April 2023 to March 2024. It was approved by the directors on 23<sup>rd</sup> February 2023.

Matthew Young  
Director

### 1 **Our Business**

Optime Group Limited is a limited company operating in the recruitment sector. We supply temporary workers in the Aviation, Industrial, Hospitality and Retail sectors. Optime Group Limited is an independent business.

#### 1.1 **Who we work with**

All of the hirers that we work with, and all of the work-seekers we provide, are known to and identified by our staff. All of the temporary workers we supply are identified by our staff. Some of our work-seekers are supplied via other businesses, who facilitate providing them to the eventual hiring company.

The hiring companies that we work with are located in Gatwick, Heathrow, Birmingham, Manchester and Luton. The workers we supply live in the surrounding areas to our respective hiring companies.

#### 1.2 **Other relationships**

As part of our business, we also work with the following organisations:

- the Gangmasters & Labour Abuse Authority ([www.gla.gov.uk](http://www.gla.gov.uk))
- the Association of Labour Providers ([www.labourproviders.org.uk](http://www.labourproviders.org.uk))
- the Recruitment and Employment Confederation ([www.rec.uk.com](http://www.rec.uk.com))

### 2 **Our Policies**

Optime Group Limited has a modern slavery policy available at [www.optimegroup.co.uk](http://www.optimegroup.co.uk)

#### 2.1 **Policy development and review**

Optime Group Limited's policies are established by our directors based on advice from HR professionals, industry best practice and legal advice. We review our policies annually or as needed to adapt to changes.

### **3 Our Processes for Managing Risk**

In order to assess the risk of modern slavery, we use the following processes with our suppliers:

- We review the potential for risk at regular intervals, including the possibility of auditing a supplier or conducting spot checks.

After due consideration, we have not identified any significant risks of modern slavery, forced labour, or human trafficking in our supply chain. However, we continue to be alert to the potential for problems.

Additionally, we have taken the following steps to minimise the possibility of any problems:

- We require the businesses we work with to publish a modern slavery statement.
- Only senior members of staff who have undergone appropriate training for assessing modern slavery risks in the supply chain are authorised to sign contracts and establish commercial relationships in any area where we have identified the potential for risk.
- We ensure that all of our suppliers are members of appropriate industry bodies and working groups.

Our staff are encouraged to bring any concerns they have to the attention of management.

### **4 Our Performance**

As part of monitoring the performance of Optime Group Limited, we track the following general key performance indicators:

- The level of training amongst our staff
- The speed with which we investigate related complaints, and the effectiveness of any whistle-blowing procedures

Based on the potential risks we have identified, we have also established the following key performance indicators, which are regularly assessed by our board of directors:

- the percentage of suppliers who provide their own modern slavery statements
- the effectiveness of enforcement against suppliers who breach policies
- the level of modern slavery training and awareness amongst our staff

We carefully consider our indicators in order to ensure that we do not put undue pressure on our suppliers that might increase the potential for risk.

### **5 Our Training**

All of our staff receive training and support that is appropriate to their role. In particular:

- Our leadership team receive detailed training in identifying and resolving concerns around modern slavery and human trafficking.
- Our HR personnel undertake training courses that include guidance around modern slavery and human trafficking, as well as other wider human rights issues

- All of our staff receive awareness-raising information around issues involving modern slavery and human trafficking, so that they can bring any concerns they have to the attention of management.

As part of this, our staff are encouraged to discuss any concerns that they have. Training is refreshed annually.