

# METLAB Supplies Limited

## Modern Slavery Statement 2024/25

February 2024v1

### 1 Introduction

1.1 This Modern Slavery and Human Trafficking Statement is a response to Section 54(1), Part 6 of the Modern Slavery Act 2015 and relates to actions and actions in the financial year 2024/25.

1.2 Metlab is committing to preventing slavery and human trafficking violations in its own operations, its supply chain and its products. We are strongly opposed to modern slavery and will work tirelessly with our customers and supply chain partners to tackle the insidious impact of modern slavery and human trafficking.

### 2 Organisational Structure

2.1 Metlab is a small independent family-owned business and has been operating successfully in the UK for almost 40 years. The Modern Slavery Act 2015 provides a legally binding framework which requires every organisation carrying out business in the UK, with a total annual turnover of £36m or more, to produce a **slavery and human trafficking statement** each financial year. Our turnover is less than this, but we believe it is important to produce a statement to demonstrate our commitment to working ethically and help to tackle modern slavery.

2.2 We operate a warehousing and distribution business supply chemical products and laboratory equipment to a diverse range of customers using products in our established supply chain network with major national and international manufacturers and importers of chemicals and equipment.

2.3 We generally employ around 27 people whose work involves customer service, finance, warehousing and customer delivery. We are currently working on an exercise to map our supply chains to help us in our wider quest to reduce the risk of modern slavery in those supply chains.

### 3 Policies

3.1 We have developed a range of internal policies to support our approach to conducting business in an ethical and transparent business. These include the following:

1. Anti-Slavery and Corruption Policy
2. CSR Statement
3. ESG Strategy
4. Equality, Diversity and Inclusion Policy
5. Tackling Modern Slavery – Policy and Approach BS 25700
6. Comprehensive HR Processes covering recruitment and selection, grievance policies, whistleblowing policies etc
7. Baseline KPI's for assessing our performance

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3.2 We endeavour to use our best efforts to work only with suppliers who share our values and commitment to tackling modern slavery and human trafficking in the UK and beyond.

### 4 Due Diligence

4.1 As part of efforts to monitor and reduce the risk of slavery and human trafficking occurring in supply chains, we have adopted the following due diligence procedures:

4.2 We consider the risks of modern slavery in staffing and recruitment and selection to be low. We undertake appropriate pre-employment checks to ensure a right to work in the UK, with further identity checks as required. All contracts of employment, and pay, are directly with the individual. We pay a minimum of the Real Living Wage. We no longer use recruitment agencies instead using our own processes for recruitment and selection as our staff turnover is relatively low. Many members of our team have worked with for 20 years or more.

4.3 We have an established and diverse supply chain and have worked with many of our major suppliers for many years. Our ISO 9001 quality management system has a detailed and comprehensive process for supplier approval and monitor the product and service quality on a continuous basis using our QMS processes.

4.4 Our due diligence procedures aim to:

- Identify and mitigate potential risks in our business and supply chains
- Monitor and respond to potential risks in our business and supply chains
- Reduce the risk of slavery and human trafficking occurring in our business and supply chains

4.5 We are looking to engage with local and national business forums created to share best practice and tackle modern slavery in a more coordinated manner and will be doing this throughout the 2024/25 financial year.

### 5 Risk and Compliance

5.1 Metlab has assessed ethical risks and has recently started to use BS25700 as a guide to our overall approach to tackling modern slavery and to better understand risks and their effective mitigation.

5.2 Our approach is formally monitored through a simple governance structure, and we use our existing quality management review processes for conducting a systematic and formal review of risk and compliance at least once a year.

5.3 In 2024/25, we propose to undertake a more detailed mapping of our supply chains to have a clearer understanding of higher risk issues to develop plans and activities to mitigate those risks.

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## **6 Effectiveness**

6.1 Tackling Modern Slavery is a particular challenge for a small business whose main suppliers generally operate at the international level, and it could be argued that our ability to influence the wider agenda is weak. However, that should not deter us from making the best possible efforts to work with like-minded customers and suppliers to do all that we can to eliminate this awful practice.

6.2 What we do is formalised within our existing management systems and this means we can be more effective in taking a practical and pragmatic approach to managing our own business well and working with partners and stakeholders so that the sum of our collective actions are greater than what we can do working on our own.\

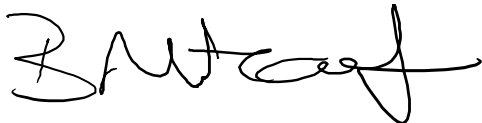
## **7 Our Priorities for 2024/25**

7.1 We have much to do to build on the work we have already undertaken having produced our first modern slavery policy document in 2018, so we intend to focus on the following activities and actions over the next 12-15 months.

1. Publish this statement and supporting documents on our newly designed website
2. Establish and embed our baseline KPI's to help us produce realistic and achievable improvement targets
3. Continue to use BS25700 to guide our progress in tackling modern slavery
4. Invest in awareness raising through targeted training of our staff
5. Complete the mapping of our main supply chains so that we become better informed about high-risk areas so that we are better able to mitigate identified risks

### **Metlab Directors**

**Barry Metcalf**



**Ian Metcalf**



**4 March 2024**