

Oxford Brookes University: Transparency in Supply chains – Modern Slavery and Anti Human Trafficking Statement

Document Issued and Verified by the Procurement Team

1. Introduction

- 1.1. This statement is made pursuant to Section 54 part 6 of the Modern Slavery Act 2015 and sets out the steps that Oxford Brookes University has taken to ensure that slavery and human trafficking are not taking place in our supply chains or in any part of our business.
- 1.2. Modern slavery is a crime resulting in an abhorrent abuse of human rights. It is constituted in the Modern Slavery Act 2015 by the offences of ‘slavery, servitude and forced or compulsory labour’ and ‘human trafficking’.

2. About the University

- 2.1. Oxford Brookes is one of the UK’s leading modern universities and enjoys an international reputation for teaching excellence and innovation as well as strong links with business and industry. The University began building its current estate in the 1950s with the establishment of the Headington Campus and now includes two other campuses at Wheatley and Harcourt Hill as well as a satellite campus in Swindon. All campuses include libraries, 24-hour computer rooms and social spaces, as well as specialist facilities for the subjects studied there. Generally considered to be the main campus, Headington is split into three sites: Headington Road (Gipsy Lane), Headington Hill and Marston Road. The University also has multiple halls of residence, both on-campus and off.

3. Our Supply Chains

3.1. *Employment of Staff*

- 3.1.1. Oxford Brookes University mitigates the risk of modern slavery occurring in its workforce by safeguarding directly employed staff by following a vigorous Human Resources recruitment policies and processes.
- 3.1.2. Temporary staff are recruited through verified sources that have provided Oxford Brookes University with assurance, via the procurement process undertaken, that they comply with the requirements of legislation concerning the rights and welfare of their candidates and employees.

3.2. *Procurement*

- 3.2.1. Oxford Brookes University’s central procurement team, led by the Director of Procurement, is responsible for managing the supply chain, using a category management process.
- 3.2.2. The supply chains are split into;

- 3.2.2.1. Audio Visual, Computing and Telecommunications
 - 3.2.2.2. Estates and Facilities
 - 3.2.2.3. Laboratories and Office Consumables
 - 3.2.2.4. Professional Services
 - 3.2.2.5. Travel and Travel Related Service
- 3.2.3. Oxford Brookes University have at this time identified key areas which may pose a risk of slavery and human trafficking. These include; office supplies, laboratory consumables, IT, some estate services such as cleaning, catering and security, and some professional services such as uniforms, personalised clothing and promotional items.
- 3.2.4. Supplier adherence steps have been taken to assess and manage these risks as Oxford Brookes University has zero tolerance to slavery and human trafficking. Any current or potential supplier who does not adhere to our values or is found to not be compliant will be suspended or removed from the approved supplier list, and will not be considered for future supply unless they can fully demonstrate full adherence with the requirements of the Modern Slavery Act and Oxford Brookes University's own policies and procedures.
- 3.2.5. Oxford Brookes University's procurement process is either collaborative via HE Purchasing Consortia or tendered and contracted internally.
- 3.2.6. Oxford Brookes University's procurement team actively engages with its purchasing consortia to support the inclusion of ethical sustainability, including addressing slavery and human trafficking, in their procurement programmes.
- 3.2.7. The consortia also have published policies, to which all its members, including Oxford Brookes University, are committed. These policies aim to ensure steps are undertaken within the procurement of major contracts, for its consortia members, that they are checked for risks within modern slavery and human trafficking.
- 3.2.8. Oxford Brookes University's internal tendering and contracting processes include prequalification items that address issues such as living wage or responsible sourcing of materials.

4. Policies in Relation to Slavery and Human Trafficking

- 4.1. Oxford Brookes University is committed to ensuring that there is not modern slavery or human trafficking in our supply chains and that any acquisition of goods or services is without instigating harm to others.
- 4.2. Oxford Brookes University is currently devising an Anti-Slavery and Human Trafficking Policy which reflects our commitment.
- 4.3. The implementation and enforcement of effective systems and controls will also be devised to ensure slavery and human trafficking is not taking place in our supply chains.
- 4.4. However, Oxford Brookes University is dedicated to supporting the UK Government's approach to implementing the UN Guiding Principles on Business and Human Rights by following and supporting the Base code of the Ethical Trading Initiative.

5. Training

- 5.1. To ensure a high level of understanding regarding the risks of modern slavery and human trafficking, Oxford Brookes University will provide training for relevant staff.

6. On-going Development of Due Diligence for the Future

- 6.1. Oxford Brookes University expresses its commitment to work towards greater transparency and responsibility within and for the people working within its supply chains.
- 6.2. A focus on tackling modern slavery to protect vulnerable workers and remedy severe human rights violations is a focus for Oxford Brookes University.
- 6.3. It is important for Oxford Brookes University to be transparent and accountable and as such, due diligence processes and reporting will be created and utilised to improve risk identification for long-term social, environmental and financial performance.
- 6.4. Oxford Brookes University will revisit its currently standard terms and conditions to ensure clauses have been included to cover modern slavery and human trafficking as appropriate.
- 6.5. Oxford Brookes University will encourage whistleblowing to identify breaches of policy and contractual provisions and make sure potential whistle blowers are protected.
- 6.6. Oxford Brookes University will devise a full Anti-Slavery and Human Trafficking Policy which reflects our commitment along with a Supplier Code of Conduct.