

## Modern Slavery Statement

### Introduction

This statement sets out Early Birds Fire Protection Ltd commitment to ensuring the integrity of our supply chain and adherence to ethical working practices in all our business relationships. We implement a number of controls and commit to continuous review and improvement in relation to the way in which we engage with, monitor and make decisions about who we do business with. Early Birds Fire Protection are committed to meeting the objectives of the Modern Slavery Act 2015. As a consequence, we hereby set out Early Birds:

- statement relating to Modern Slavery and Human Trafficking
- actions taken to date
- commitment to further understand and address all potential modern slavery and human trafficking risks related to our business

This statement relates to actions and activities during the financial year 1<sup>st</sup> January 2020 to 1<sup>st</sup> January 2021

### Early Birds Fire Protection Statement

Early Birds Fire Protection provides a range of products and services to clients within and outside of the UK. We are a small company specialising in the supply, installation and maintenance of Fire and security systems. The head office is located within the UK and, we have 9 employees operating predominantly within the UK.

### Early Birds Fire Protection Supply Chains

Early Birds Fire Protection procures the vast majority of parts, products and services from UK based suppliers and recognises that we have a responsibility to take a robust approach to modern day slavery. We therefore, take steps to ensure that our supply chains are free from slavery and human trafficking irrespective of whether they are a regular high volume or one-off supplier.

Goods and services procured by Early Birds Fire Protection	
Fire and Life Safety Equipment	Managed Services
Consultancy	IT Software

### Early Birds Fire Protection Policies and Processes regarding Modern Slavery and Human Trafficking

Actions implemented to December 2020

- **Modern Slavery Act Statement:** Early Birds commitment to meeting the objectives of the Modern Slavery Act 2015.
- **Sustainable Supplier Charter:** a commitment to deliver ever more sustainable solutions for our people, our customers, the wider community, and the environment in which we work and live by; promoting best sustainable practice and meeting or exceeding guidance set out by government and regulatory bodies. The charter includes requirements of suppliers in

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relation to ethical working and values. We expect all members of our Supply Chain to share our aims and objectives and to sign up to this Charter.

- **Supplier Questionnaire:** due diligence process implemented with existing and new suppliers to ensure their compliance with Early Birds Sustainable Supplier Charter.
- **Training and compliance programme:** to raise awareness, continuously monitor and review the way we engage with suppliers to ensure compliance with our programme to meet the objectives of the Modern Slavery Act.

### Future actions

- **Programme of communication and training:** to further raise awareness of Modern Slavery and Human Trafficking; the actions we can all take to ensure the promotion of and adherence to ethical working practices in all our business relationships.
- **Supply chain audits:** to ensure ongoing supplier compliance with Early Birds Sustainable Supplier Charter.
- **Review of Whistle blowing Policy:** encouraging active reporting and exposure of any suspected unethical behaviour or working practices.
- **Implement investigation process:** defining the process to be followed in the event of concerns raised specifically in relation to forced labour, human trafficking and / or slavery.

### Relevant supporting policies and documentation

- **Modern slavery and Human Trafficking Statement / Sustainable Supplier Charter**

Early Birds Fire Protection is committed to ensuring that its suppliers adhere to the highest standards of ethics. Suppliers (of goods and services) are required to demonstrate that they source from their own ethical suppliers and also undertake their own business ethically, providing safe working conditions where necessary, treat workers with dignity and respect, and act ethically and within the law in their use of labour. The organisation works with suppliers to ensure that they meet the standards of the code. However, serious violations of the organisation's supplier code of conduct may lead to the termination of the business relationship where immediate corrective action is not taken.

### Early Birds Fire Protection Whistle blowing Policy

**Early Birds Fire Protection** encourages all its workers, customers, and other business partners to report any concerns related to the direct activities, or the supply chains of, the organisation. This includes any circumstances that may give rise to an enhanced risk of slavery or human trafficking. The organisation's whistleblowing procedure is designed to make it easy for workers to make disclosures, without fear of retaliation.

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### Employee code of Conduct

Early Birds code makes clear to employees the actions and behaviour expected of them when representing the organisation. The organisation strives to maintain the highest standards of employee conduct and ethical behaviour when undertaking the work of the Company, interacting with others and managing the supply chain.

### Recruitment Supplier Code of Conduct

Early Birds uses only reputable employment agencies to source labour and always verifies the practices of any new agency it is using before accepting workers from that agency.

### Training and Awareness

All employees involved in the procurement of goods and services on behalf of the Early Birds Fire Protection, all directors and Managers have been fully briefed in relation to the provisions of the Modern Slavery Act 2015 and Early Birds programme to combat unethical working practices. Early Birds continuously reviews training requirements and will provide further training in relation to ethical procurement as required.

### Early Birds Fire Protection Responsibility for Compliance with the Modern Slavery Act 2015

Name	Title	Responsibility
Craig Puddefoot	Managing Director	Company responsibility for the procurement of all goods and materials required for the delivery of installation and maintenance services
Craig Edwards	Senior Operations Manager	Responsible for the procurement and delivery of all services, consultants, and contractors
Jemma Howard	Office/HR Manager	Responsible for the procurement and engagement of all employees and workers

Signed:

A handwritten signature in black ink, appearing to be 'C. Puddefoot', written over a horizontal line.

**Craig Puddefoot**

**Title: Managing Director**

**Dated: 1<sup>st</sup> January 2020**