

## ANTI-SLAVERY POLICY STATEMENT

Modern slavery is a crime and a violation of fundamental human rights. It takes various forms, such as slavery, servitude, forced and compulsory labour and human trafficking, all of which have in common the deprivation of a person's liberty by another in order to exploit them for personal or commercial gain.

Dialogue Language Services International has a zero-tolerance approach to modern slavery, and we are committed to acting ethically and with integrity in all our business dealings and relationships, and to implementing and enforcing effective systems and controls to ensure modern slavery is not taking place anywhere in our own business or in any of our supply chains.

We are also committed to ensuring there is transparency in our own business and in our approach to tackling modern slavery throughout our supply chains, consistent with the disclosure obligations under the Modern Slavery Act 2015. Although under the terms of this Act, as we are an SME with a turnover of less than £36 million, we are not legally obliged to make a disclosure, as ethical trading is a key foundation stone of how we manage our business, it is important that we are compliant in this area.

We expect the same high standards from all of our contractors, suppliers and other business partners, and as part of our contracting processes, in the coming year we will include specific prohibitions against the use of forced, compulsory or trafficked labour, or anyone held in slavery or servitude, whether adults or children, and we expect that our suppliers will hold their own suppliers to the same high standards.

This policy applies to all persons working for us or on our behalf in any capacity, including employees at all levels, directors, officers, agency workers, seconded workers, volunteers, interns, agents, contractors, external consultants, third-party representatives and business partners.

This policy does not form part of any employee's contract of employment and we may amend it at any time.

### Responsibility for the policy

Dialogue has overall responsibility for ensuring this policy complies with our legal and ethical obligations, and that all those under our control comply with it.

Dialogue has primary and day-to-day responsibility for implementing this policy, monitoring its use and effectiveness, dealing with any queries about it, and auditing internal control systems and procedures to ensure they are effective in countering modern slavery.

Management at all levels are responsible for ensuring those reporting to them understand and comply with this policy and are given adequate and regular training on it and the issue of modern slavery in supply chains.

### Compliance with the policy



Translations



Voiceovers &  
Subtitling



Interpreting



English Language  
Training



Foreign Language  
Training



Cross Cultural  
Training

Each Dialogue employee is aware of this policy and how the prevention, detection and reporting of modern slavery in any part of our business or supply chains is the responsibility of all those working for us or under our control.

Our employees are required to avoid any activity that might lead to, or suggest, a breach of this policy. If there's a belief or suspicion that a conflict with this policy has occurred or may occur in the future, then our employees know to notify their line manager OR a company Director immediately.

Our employees are encouraged to raise concerns about any issue or suspicion of modern slavery in any parts of our business or supply chains of any supplier tier at the earliest possible stage.

We aim to encourage openness and will support anyone who raises genuine concerns in good faith under this policy, even if they turn out to be mistaken. We are committed to ensuring no one suffers any detrimental treatment as a result of reporting in good faith their suspicion that modern slavery of whatever form is or may be taking place in any part of our own business or in any of our supply chains.

### **Communication & awareness of this policy**

Training on this policy, and on the risk our business faces from modern slavery in its supply chains, forms part of the induction process for all individuals who work for us, and updates will be provided regularly (annually or as necessary). Our zero-tolerance approach to modern slavery is also communicated to our suppliers, contractors and business partners at the outset of our business relationship with them.

### **Breaches of this policy**

Any employee who breaches this policy will face disciplinary action, which could result in dismissal for misconduct or gross misconduct. We may terminate our relationship with other individuals and organisations working on our behalf if they breach this policy.

We will monitor this key area to help maintain the high ethical standard by which we run our business.

Signed by

Nicola Shimwell, CEO  
Dialogue Language Services International



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