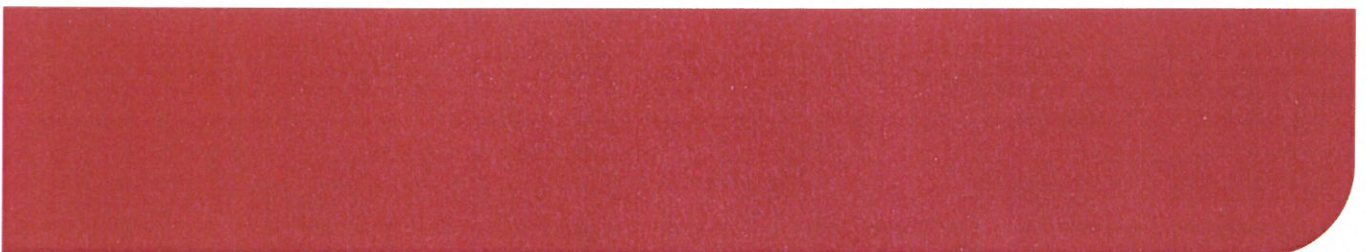


## Modern Slavery Act Statement

2016/17



## Lancaster University Slavery and Human Trafficking Statement

This Statement is designed to satisfy the requirements of Section 54 Part 6 of the Modern Slavery Act 2015, by informing our students, staff, campaigners and the public about Lancaster University and its policies with respect to modern slavery, human trafficking, forced and bonded labour and labour rights violations in its supply chains.

### Organisational Structure

Lancaster University is a research intensive Higher Education institution in North West England, which operates on a global scale both in terms of student recruitment and research collaborations. Established by Royal Charter in 1964, Lancaster University currently has a turnover of around £230m, with an international student body of more than 11,000 students across four Faculties.

In addition to the main campus at Lancaster, the University has significant international teaching partnerships, and works in many other countries through research and exchange programs.

Lancaster University is committed to the highest standards of human respect, as detailed in the values and behaviours set out in the University Strategy. Lancaster University staff are encouraged to engage actively to change the world through teaching and research, and also by leading on economic and social improvement.

As required by the Act, we have identified the following main areas of risk to our activities from a modern slavery perspective: staff activities, mitigated by appropriate training, and supply chain procurement. These areas are addressed separately below, with reference to the steps being taken during the current financial year to manage these risks.

### 1) Supply Chain Procurement

Other than payroll costs, Lancaster University has an annual expenditure on goods and services of around £70m, plus a varying capital projects budget. The University applies robust Financial Regulations and operates a centralised procurement model to manage this expenditure appropriately. A professional procurement team is responsible for tendering requirements, putting contracts in place, placing orders and managing suppliers. Our terms and conditions have been updated to commit all contracted suppliers to meet their obligations under the Modern Slavery Act. We have looked at each of the areas we spend money on, our categories, and assessed the impact of the Modern Slavery Act.

#### *Our categories of expenditure*

Lancaster University's supply chains fall into six categories, which are:

- Office Solutions
- Laboratory Consumables and Equipment

- Library
- Professional Services
- ICT Equipment and Services
- Estates Goods and Services

The principal categories which have been evaluated as having potential for carrying material risks are office solutions, laboratory consumables, ICT equipment and some estates services, such as cleaning and security services.

#### *Office solutions and laboratory consumables*

Office solutions are purchased from an HE Sector framework agreement put in place by the North Western Universities Purchasing Consortium (NWUPC). A wide range of products are supplied, many of which are sourced by our distributors from producers in low-cost countries in south and south-east Asia, Africa and South America, countries where modern forms of slavery are prevalent. Laboratory consumables and much of our laboratory equipment purchases are made through Southern Universities Purchasing Consortium (SUPC) agreements.

Some of the suppliers in these higher-risk categories have committed to the Base Code of the [Ethical Trading Initiative](#) (ETI) and the purchasing consortia are working to persuade our remaining suppliers in these categories to join them. The ETI Base Code is founded on the conventions of the International Labour Organisation (ILO) and is an internationally recognised code of labour practice.

#### *ICT Equipment*

The University purchases the vast majority of its ICT requirements from HE Sector frameworks.

Desktop and notebook personal computers are purchased from an agreement let by the London Universities Procurement Consortia (LUPC). LUPC are a founding member of Electronics Watch, an independent monitoring organisation working to achieve respect for labour rights in the global electronics industry through socially responsible public purchasing in Europe.

Electronics Watch seeks to work with suppliers of ICT equipment to commit to new monitoring regimes where corporate codes of conduct and social auditing policies and practices are failing in their transparency and effectiveness.

For goods and services purchased from frameworks let by other consortia, Lancaster University will, in conjunction with other Universities, press the purchasing consortia to include Modern Slavery Act clauses and monitoring clauses in the agreements we use for other large areas of ICT expenditure: Apple products, servers, storage and mobile phones.

#### *Cleaning and Security Services*

Lancaster University delivers its core cleaning and security services with in-house staff. From time to time external suppliers are used to deliver services at periods of peak

demand. We have long-standing arrangements with an established group of reputable suppliers, many of whom are local small and medium-sized enterprises (SMEs). Over the next 12 to 18 months we will be working to encourage our suppliers in this area to sign up to our revised terms and conditions which include contractual commitments relating to the Modern Slavery Act.

## 2) Staff Activities and Training

The University has a number of policies in place to support and promote equality of opportunity, diversity and human rights. These include an Equality, Diversity and Inclusion Strategy which sets out how we apply our policies so that we are a fair and equitable employer.

Lancaster University also has established and robust complaints and whistle-blowing procedures, enabling staff and students to raise issues relating to modern slavery and labour rights violations through appropriate channels.

Our policies are available to all staff via our intranet site, and training in equality and diversity is mandatory for all new staff.

In addition to this training the University commits to providing specific and mandatory training to staff working in HR, procurement, and in technical and operational roles to raise awareness of the issues of human trafficking and modern slavery. This training will concentrate on a greater understanding of our responsibility and the best practice associated with modern slavery. It will examine what modern slavery is and which industries and businesses are most likely to be impacted. It will help staff to spot the signs of exploitation and to learn how to protect vulnerable people.

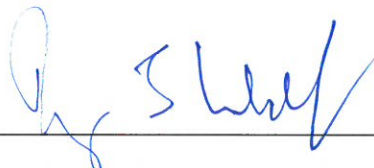
The training will run twice a year and the number of staff attending this training will be reported back via the Equality, Diversity and Inclusion Committee and then annually to Council.

## 3) Our plans for the future

As part of this reporting exercise in this and the coming years, Lancaster University expresses its commitment to better understanding its supply chains and working towards greater transparency and responsibility to the people working on them.

This Statement will be communicated to all staff and placed in a prominent location on the University website.

This Statement has been approved and published by Council, the governing body of Lancaster University, and will be reviewed annually. The Equality, Diversity and Inclusion Committee, which is a joint committee of Council and Senate, will have responsibility for the oversight of the University's activities and compliance in this area.



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Pro-Chancellor, Chair of Council

25 November 2016