

# ANTI-SLAVERY POLICY

Caper and Berry

March 2024

## INTRODUCTION

This statement sets out Caper and Berry's actions to understand all potential modern slavery risks related to its business and to put in place steps that are aimed at ensuring that there is no slavery or human trafficking in its own business and its supply chains. This statement relates to actions and activities during the financial year 1 April 2024 to 31 March 2025.

## Organisational Structure & Supply Chains

This statement covers the activities of Caper and Berry:

Caper & Berry are a well-established event caterer working across London and the South East, collaborating with private clients and some of the biggest planners in the UK.

Caper and Berry operates in the UK only, with the company being based in Eashing Nr Godalming.

## Due Diligence Processes for Slavery and Human Trafficking

Caper and Berry undertake due diligence when considering taking on new suppliers and reviewing current suppliers. The organisation has a small number of suppliers mainly providing agency staffing, food and equipment however when looking to engage a new supplier the company is committed to:

Evaluating the modern slavery and human trafficking risks of each new supplier i.e. by only using reputable companies and asking them to supply their Slavery and Human Trafficking Policy / Statement.

Checking staffing agencies have evidence of their staff's right to work in the UK and provide evidence of adhering to applicable employment law practices i.e. minimum wage rates.

The Company's due diligence process includes; building long-standing relationships with suppliers and making clear our expectations of business partners and evaluating the modern slavery and human trafficking risks of each new supplier and invoking sanctions against suppliers that fail to improve their performance in line with an action plan provided by us, including the termination of the business relationship.

## Performance indicators

The Company uses the following key performance indicators (KPIs) to measure how effective we are in ensuring slavery and human trafficking is not taking place in any part of our business or supply chains including requiring all relevant staff to have completed training on modern slavery, asking all new suppliers to provide their modern salary policy, with an emphasis on checking that they conduct the same level of investigation into their own supply chains.

This Modern Slavery and Human Trafficking Statement will be regularly reviewed and updated as necessary. The Company Director endorses this policy statement and is fully committed to its implementation.

## Training

To ensure a good understanding of the risks of modern slavery and human trafficking in our business and supply chains, the Company requires relevant staff to complete an online training course annually.

## High Risk Activities

The following activities are considered to be at high risk of modern slavery or human trafficking: The use of companies who provide staff for “behind the scenes” work for example, kitchen porters, as well as Tiers 3 and 4 of our supply chain.

Responsibility for the Company’s anti-slavery initiatives is as follows:

- 1.1 Policies: the Head of Finance is responsible for creating and reviewing policies. The process by which policies are developed is looking at best practice and adapting to the business.
- 1.2 Risk assessments: The Head of Finance is responsible for risk assessments in respect of human rights and modern by a process of asking new suppliers to complete the Company’s modern slavery questionnaire and supply supporting information.
- 1.3 Due diligence: All employees are responsible for due diligence in relation to known or suspected instances of modern slavery and human trafficking.

## Reporting

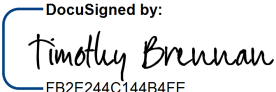
All employees and managers are encouraged to report concerns to the Modern Slavery Helpline: 08000 121 700 or online at: [www.modernslaveryhelpline.org](http://www.modernslaveryhelpline.org).

This Modern Slavery and Human Trafficking Statement has been approved and authorised by:

Name: Timothy Brennan

Position: Company Owner/Director

Date: 11 March 2024

Signature:  FB2E244C144B4FE...