

## **Anti-slavery and Human Trafficking statement April 2024**

### **Introduction from the Board**

The Chartered Institute of Export and International Trade ('IOE&IT') confirms that it has a zero-tolerance approach to modern slavery. We continuously strive to act ethically and with integrity in all of our charitable and business dealings and relationships to ensure that modern slavery is not taking place anywhere in our own endeavours or in any of our supply chains. We confirm that we will also ensure our approach and stance is clear with our partner organisations. This Statement applies to the IOE&IT and all of its subsidiaries or any applicable group entity.

### **Organisation's Structure**

The Chartered Institute was established over 85 years ago (then just the Institute of Export and Trade) to support UK businesses in growing their international markets and trade. The company are the leading association of exporters and importers. We provide education and training to professionalise the UK's international traders.

We are governed by a Board of Trustees Directors who volunteer their time to help direct our work. The Institute's Board of Trustee Directors is the elected governing body of the Chartered Institute responsible for overseeing its strategic focus and management as a registered charity whose aim is to support and promotion international trade as a force for social and economic good.

### **Our policies on anti-slavery and human trafficking**

The Chartered Institute is committed to ensuring that there is no modern slavery or human trafficking in our supply chains or in any part of our organisation. Our Anti-Slavery and Human Trafficking Statement reflects our commitment to acting ethically and with integrity in all of our business relationships and to implementing and enforcing effective systems and controls to ensure that slavery and human trafficking is not taking place anywhere in the company or our supply chains.

We are committed to continually improving our practices to combat slavery and human trafficking.

Here at the Chartered Institute, we recognise the responsibility we share with our suppliers and clients alike to deliver our services in an ethical manner.

We confirm that we operate with a zero-tolerance policy and will treat any breach of our Anti-Slavery and Human Trafficking Statement very seriously. For example, any Team Member who breaches the policy will face disciplinary action, which could result in dismissal for misconduct or gross misconduct and any supplier or customer who breaches their obligations will face investigation from us which could result in termination of our relationship.

We are committed to regularly reviewing and updating relevant policies and have processes in place to monitor and maintain our policies at regular intervals.

### **Ensuring partners align to our values and ethics.**

We want all of our stakeholders, both internal and external, to be confident that we and our business partners treat their Team Members fairly, with respect to human rights and are not exposed to unsafe working practices or in any way forced to work in slavery. Only Suppliers and Clients who share our standards and values will be considered appropriate to engage with the Institute. We will only work with organisations who also commit to the eradication of slavery and human trafficking. We are committed to ensuring that there is no modern slavery or human trafficking in our supply chains or in any part of our business activities or processes. We believe that this Statement reflects

our commitment to acting ethically and with integrity in all our relationships and to implementing and enforcing effective systems and controls to ensure slavery and human trafficking is not taking place anywhere in our supply chains. As part of our initiative to identify and mitigate risk we ensure that all Team Members are made aware of both this Statement, our Whistleblowing Policy and that appropriate training and awareness is given as and when required. As such, relevant Team Members are able to identify and assess potential risk areas in our supply chains and therefore mitigate the risk of slavery and human trafficking occurring in our supply chains.

#### **The Chartered Institutes Further Commitment**

We recognise the importance of maintaining constant vigilance to identify and address any issues associated with slavery and human trafficking in the company and throughout our supply chains. We are committed to continuing to enhance our capacity to identify, prevent and mitigate any actual or potential risks in these areas. This includes communications through various channels to our Team Members and also the ability to report concerns through our Whistleblowing process which will protect any individual raising concerns through this method.

This statement is made pursuant our commitment to eradicate Modern Slavery and any form of human trafficking or inhumane behaviour, and it has been approved by our Executive Committee and is signed by Marco Forgione, the Chartered Institute's Director General.

Signed:

Marco Forgione

A handwritten signature in black ink, appearing to read 'Marco', written in a cursive style.

Director General

Date: 04 April 2023