



Modern Slavery Statement for the Financial Year 2019/2020

Introduction

This statement is made pursuant to s.54 of the Modern Slavery Act 2015 and sets out the steps that the Fragrance Oils Limited Group of Companies ("Fragrance Oils") has taken and is continuing to take to ensure that modern slavery or human trafficking is not taking place within our business or supply chain.

Modern slavery encompasses slavery, servitude, human trafficking and forced labour. Fragrance Oils has a zero tolerance approach to any form of modern slavery. We will refrain from entering into business, and/or will discontinue any current business with any other organisation which knowingly supports or is found to involve itself in slavery, servitude and forced or compulsory labour. We are committed to preventing slavery and human trafficking within our own business and in our supply chains and to acting ethically and with integrity and transparency in all business dealings and to putting effective systems and controls in place to safeguard against any form of modern slavery taking place within the business or our supply chain.

Our Policy

We accept that we have a responsibility to ensure so far as is possible, that workers are not being exploited, that they are safe and that relevant employment, health and safety, and human rights laws and standards are being adhered to, including freedom of movement and communication. If we believe that these rules are not being adhered to, we will notify the relevant authorities.

Fragrance Oils is committed to ensuring that our employment practices and the enforcement of corporate regulations ensure the protection of the rights of all those who work for us. We will work towards creating long-term relationships with all employees ensuring they are treated with dignity and respect with equal employment opportunities given to all irrespective of their race, religion, gender, sexual orientation or any other characteristics protected by law. The Company is registered with the Living Wage Foundation and is an accredited UK Living wage employer paying above the living wage hourly rates.

Our Business

We are manufacturers of Perfume Compounds and Herbal Extracts for use in personal care and household toiletries and operate in over 80 overseas markets through agents and distributors.

We manufacture solely at our site in Radcliffe, Manchester, United Kingdom.

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Our Suppliers

The Fragrance Oils Group of Companies operates a supplier policy and maintains a preferred supplier list.

In accordance with section 54(4) of the Modern Slavery Act 2015, Fragrance Oils has contacted (or attempted to contact) all first tier suppliers to set out our zero tolerance stance on modern slavery and to ensure that slavery and/or human trafficking is not taking place.

Fragrance Oils has not, to its knowledge, conducted any business with another organisation which has been found to have involved itself with slavery and/or human trafficking.

Fragrance Oils believes its exposure to modern slavery to be limited. Nonetheless, it has taken steps to ensure that such practices do not take place in its business or the business of any organisation that supplies goods and/or services to it.

Modern slavery is a complex phenomenon and our risk assessment is intended to give us an insight into the supply chain in order that we can plan, if necessary, appropriate action.

With regard to new suppliers, all new suppliers are asked due diligence questions to determine the steps that they take to eliminate slavery and human trafficking from their supply chain. This forms part of the evaluation criteria behind our selection of new suppliers.

In the operation of its business, Fragrance Oils main supply chains are those related to the provision of raw materials and services.

Our Policies

We operate a number of internal policies to ensure that we are conducting business in an ethical and transparent manner. These include:

1. **Anti-slavery policy.** This policy sets out the organisation's stance on modern slavery and explains how employees can identify any instances of this and where they can go for help.
2. **Recruitment policy.** We operate a robust recruitment policy, including conducting eligibility to work in the UK, checks for all employees to safeguard against human trafficking or individuals being forced to work against their will.
3. **Whistleblowing policy.** We operate a whistleblowing policy so all employees know that they can raise concerns about how colleagues are being treated, or practices within our business or supply chain, without fear of reprisals.
4. **Business Code of Conduct and Ethics.** This code explains the manner in which we behave as an organisation and how we expect our employees and suppliers to act.

TRAINING

Upon commencement of employment, all employees undergo a structured induction process. All employees are made aware of the Fragrance Oils policies relating to the required standards of behaviour.

Fragrance Oils will continue to provide training on awareness of modern slavery to those within the business who have been identified as having responsibilities in this regard, namely those involved in purchasing and selling.

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COVID-19

Fragrance Oils is performing regular risk reviews to assess the impact of the Covid-19 pandemic on its strategy, operations and supply chains. This risk assessment is reviewed by Fragrance Oils executive committee and board of directors at regular intervals.

Among the risks identified and managed are the risks of health and safety of Fragrance Oil's employees, in particular its operations personnel as well as the breakdown and health and safety of its suppliers' workers.

Fragrance Oils addresses the risk of its own employees' health and safety by a variety of measures including social distancing, providing personal protective equipment, asking employees to work from home where possible and proposing additional measures for mental and emotional well-being.

Regarding the risk of a breakdown of the supply chains and the health and safety of the suppliers' workers, being part of the essential supply chain, Fragrance Oils supports suppliers chiefly by continuing to order with essentially the same order and payment pattern as before the crisis.

Annual Statement

Fragrance Oils is continuing to review its policies, procedures and risk assessments and will amend this statement when necessary.

Fragrance Oils will publish an annual slavery and human trafficking statement. A link to this statement will be on the homepage of the Company Website.

Approval for this statement

This statement was approved by the Board of Directors on 1 May 2020.

Signed: 
Martin Potts
Chief Executive

Date: May 2020

Policy Review Date:

January 2020

Policy Date:

January 2016