



**4M**  
**Recruitment**  
**Modern Slavery Statement**

This statement is made as part of 4M Recruitment's commitment to eliminating the exploitation of people under the Modern Slavery Act 2015 (the Act). It summarises how 4M Recruitment operates, the policies and processes in place to minimise the possibility of any problems, any risks we have identified and how we monitor them, and how we train our staff.

This statement is published in accordance with section 54 of the Act, and relates to the financial year April 2023 to March 2024. It was approved on 31 March 2023

Helen Witts  
Operations Director

## **1 Our Business**

4M Recruitment is a limited company operating in the recruitment sector. We provide introduction services / supply temporary workers in IT & Technical, Engineering and Professional Services sectors.

4M Recruitment is an independent business.

### **1.1 Who we work with**

All of the hirers that we work with, and all of the work-seekers we provide, are known to and identified by our staff. All of the temporary workers we supply are identified by our staff. Some of these work-seekers operate through their own limited companies. Some of our workseekers are supplied via other businesses, who facilitate providing them to the eventual hiring company.

The hiring companies that we work with are located in the UK. The work-seekers / workers we supply live in the UK

### **1.2 Other relationships**

As part of our business, we also work with the following organisations:

- the Recruitment and Employment Confederation ([www.rec.uk.com](http://www.rec.uk.com)) and the Institute of Recruitment Professionals ([www.rec-irp.uk.com](http://www.rec-irp.uk.com))

## **2 Our Policies**

4M Recruitment has a modern slavery policy available by request

In addition, 4M Recruitment has the following policies which incorporate ethical standards for our staff.

- Modern Slavery Policy
- Ethical Behaviour Policy
- Equal Opportunities and Diversity Policy



### **2.1 Policy development and review**

4M Recruitment policies are established by our directors based on advice from HR professionals, industry best practice and legal advice. We review our policies annually or as needed to adapt to changes.

## **3 Our Processes for Managing Risk**

In order to assess the risk of modern slavery, we use the following processes with our suppliers:

- When engaging with suppliers, we ask for evidence of their processes and policies, including commitments around modern slavery, human trafficking, forced labour, human rights, and whistle-blowing.
- We review the potential for risk at regular intervals, including the possibility of reauditing a supplier or conducting spot checks.

Additionally, we have taken the following steps to minimise the possibility of any problems:

- We reserve the right to conduct spot-checks of the businesses who supply us, in order to investigate any complaints.
- We require the businesses we work with to address modern slavery concerns in their policies / publish a modern slavery statement.
- We collaborate with our suppliers in order to improve standards and transparency across our supply chain.
- Only senior members of staff who have undergone appropriate training for assessing modern slavery risks in the supply chain are authorised to sign contracts and establish commercial relationships in any area where we have identified the potential for risk.
- We ensure that all of our suppliers are members of appropriate industry bodies and working groups.

Our staff are encouraged to bring any concerns they have to the attention of management.

## **4 Our Performance**

As part of monitoring the performance of 4M Recruitment we track the following general key performance indicators:

- Develop standardised processes to ensure that Modern Slavery and ethical sourcing risks are assessed
- Continue to roll out training
- Share good practice from public bodies
- Regularly review internal policies and processes to ensure standardisation

Based on the potential risks we have identified, we have also established the following key performance indicators, which are regularly assessed by our senior leadership team.



- the percentage of suppliers who sign up to an appropriate code / provide their own modern slavery statements
- the effectiveness of enforcement against suppliers who breach policies
- the level of modern slavery training and awareness amongst our staff

We carefully consider our indicators, in order to ensure that we do not put undue pressure on our suppliers that might increase the potential for risk.

## 5 Our Training

All of our staff receive training and support that is appropriate to their role. In particular:

- Our leadership team receive detailed training in identifying and resolving concerns around modern slavery and human trafficking.
- Our recruiters undertake training courses that include guidance around modern slavery and human trafficking, as well as other wider human rights issues.
- All of our staff receive awareness-raising information around issues involving modern slavery and human trafficking, so that they can bring any concerns they have to the attention of management.

As part of this, our staff are encouraged to discuss any concerns that they have. Training is refreshed regularly.