



Selective

Travel Management

Business Travel Simplified

Modern Slavery Statement

Financial Year Ending 31st October 2019



Introduction

This statement is made pursuant to section 54(1) of the Modern Slavery Act 2015 and constitutes World Travel Centre Group's modern slavery and human trafficking statement for the financial year ending 31st October 2019. World Travel Centre Group maintain a commitment to preventing Modern Slavery and will continue to operate a zero tolerance policy in this regard. We undertake due care and diligence to ensure that we conduct our business in accordance with its's obligations and recognise that in addition to a legal obligation we also have an ethical responsibility. This statement will be reviewed annually and its effectiveness will be measured in line with KPIs.

On review of our Modern Slavery risks, we have had no incidents or human trafficking offences in the financial year. In addition there were no suppliers in our supply chain that we had to take action with in the financial year.

Our Business and Supply Chains

World Travel Centre Group was founded in 1990 and has grown to be one of the UK and Ireland's largest travel companies. We operate in two locations, our group head office in Dublin: 43 Pearse St Dublin 2 and our Belfast office: Murray's Exchange, Lower Ground Floor, 1 Linfield Road, Belfast, BT12 5DR. World Travel Centre group operates three unique industry functions: Corporate, Consolidation, and Retail. Our corporate function operates under the Selective Travel Management brand (STM). Our purpose is to deliver an exceptional personalised experience for our clients through our team of experts.

At Selective Travel Management our model is based on supplying business travel management for industry sectors including Government departments, higher education sector, SME's and the NGO sector. Service is at the core of what we do best and we will only work with likeminded suppliers. Our partnerships are founded on values and ethos that align with our own. Our values include integrity, passion, safety, innovation, teamwork and knowledge. We only work with reputable suppliers, most of whom we have partnered with for many years and we take responsibility for ensuring our supply chains are clean of slave labour. This is done through our ISO Quality Management Systems, we have formal SLAs with all suppliers and we carry out frequent supplier audits.

Modern slavery is a problem that is growing and one that we at STM are committed to addressing, including the identification and prevention of all forms of modern slavery and human trafficking. We are committed to acting ethically and with integrity and we do not tolerate any form of modern slavery in all our business dealings and relationships. All forms of modern slavery, including slavery, servitude, forced and compulsory labour and human trafficking are a violation of fundamental human rights. At any given time an estimated 24.9 million people are forced into labour across the world. STM recognises that no industry is immune to this shocking reality.



Our Policies

Our commitment to preventing modern slavery is integrated into our staff and supplier codes of conduct and is addressed in policies such as:

- Our Young Persons Working Hours Policy
- Our Anti Bullying Policy
- Our Health & Safety Policy
- Our Environmental Policy
- Our Client Relations Policy
- Our Protected Disclosure / Whistle Blowers Policy
- Our Personal Harassment Policy
- Our Equal Opportunities Policy
- Our Supplier Service Level Agreement
- Our Supplier Code of Conduct
- Our Staff Code of Conduct

We require our staff and suppliers to act in a way that reflects our values and ethics both inside and outside the workplace. We will not work with a supplier before carrying out thorough research into their business procedures and we ensure they are appropriately licensed to carry out the service they are providing. We carry out bi-annual risk assessments across our business which includes supplier audits. In line with our commitment to the Modern Slavery Act we have added a clause to our risk assessment that specifically addresses this issue within our supply chain.

Staff

Selective Travel Management strives to create a caring and safe environment. We do not tolerate discrimination, abuse or harassment of any kind and we expect the same of our suppliers. Our people have a shared commitment to maintain the highest standards of personal and professional ethics, to comply with all relevant laws and regulations and to personify and represent STM values in everything we do. All staff must adhere to our codes of conduct and company policies. Our staff have been fully trained in procedures that support the Modern Slavery Act and are expected to work in line with this framework. All employees are required to read and comply with STM Code of Conduct, which includes a description of modern slavery and human trafficking and which highlights key risk areas that employees are encouraged to monitor for signs of human rights violations.



Staff Cont.

Improving staff and management awareness of modern slavery risks is vital to our sustainable and ethical approach to ensure that slavery or human trafficking is not taking place within our business or across our supply chains. We require our staff and suppliers to act in a way that reflects our values and ethics both inside and outside the workplace. We will not work with a supplier before carrying out thorough research into their business procedures and we ensure they are appropriately licensed to carry out the service they are providing. We carry out bi-annual risk assessments across our business which includes supplier audits. In line with our commitment to the Modern Slavery Act we have added a clause to our risk assessment that specifically addresses this issue within our supply chain. STM facilitates and encourages knowledge sharing with its staff on such issues. We operate an open door communication policy and we also provide a protected disclosure facility should a staff member require confidentiality.

Moving Forward

We will continue to review, develop and promote our policies and practices to identify and mitigate risk areas for modern slavery and human rights abuse in our business and supply chains as part of our ongoing commitment to continuous improvement.

Keith Graham

Keith Graham

Managing Director, Selective Travel Management

10th November 2019





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