

Modern Slavery Statement

Introduction

CILEX is the professional body for Chartered Legal Executives and legal professionals. We operate primarily within the United Kingdom and work with employees, contractors, suppliers and service providers to deliver professional membership, education, regulation and related services.

Our supply chain includes professional services, technology providers, training providers, facilities management, recruitment services and other operational suppliers.

CILEX is committed to preventing acts of modern slavery and human trafficking within its business operations and supply chains. We recognise our responsibility to uphold human rights and are committed to acting ethically, transparently and with integrity in all our business relationships.

Although CILEX is not required by law to comply, this statement is made pursuant to Section 54(1) of the Modern Slavery Act 2015 and outlines the steps taken by the Company to prevent modern slavery and human trafficking within our organisation and supply chain during the reporting period.

For the purposes of this statement, modern slavery includes, but is not limited to, forced labour, child labour, human trafficking, debt bondage, servitude, forced marriage, sexual exploitation and criminal exploitation.

Our Policies

CILEX has established policies and procedures designed to promote ethical business practices and minimise the risk of modern slavery.

Our Modern Slavery Policy applies to all individuals working for or on behalf of CILEX, including:

- Employees
- Directors and Board Members
- Volunteers
- Apprentices
- Agency Workers
- Casual Workers
- Consultants
- Contractors
- Suppliers
- Third-Party Representatives
- Business Partners
- Interns and Work Experience Placements

CILEX is committed to:

- Acting ethically and with integrity in all business dealings and relationships.
- Maintaining a working environment that is respectful, inclusive and free from discrimination.
- Implementing effective controls to prevent modern slavery and human trafficking within our operations and supply chains.

- Encouraging the reporting of concerns and protecting those who raise concerns in good faith.
- Ensuring transparency in our approach to tackling modern slavery.

This statement should be read in conjunction with the Company's Whistleblowing Policy, Safeguarding Policy, Recruitment Procedures and Procurement Processes.

Reporting Concerns

CILEX encourages all workers, suppliers and business partners to report concerns regarding any suspected or actual instances of modern slavery.

Employees who believe or suspect that modern slavery may be occurring are expected to report their concerns immediately to:

- Their Line Manager;
- The Group Safeguarding Officer; or
- Through the Company's Whistleblowing Procedure.

All reports will be investigated appropriately and confidentially wherever possible. CILEX will not tolerate retaliation against any individual who raises concerns in good faith.

Suppliers and contractors are expected to report any concerns relating to modern slavery within the Company's operations or supply chain at the earliest opportunity through their designated business contact.

Supply Chains

CILEX procures goods and services from a range of suppliers, the majority of which are located within the United Kingdom.

We recognise that supply chains can present varying levels of modern slavery risk and are committed to working with suppliers who share our values and commitment to ethical employment practices.

Our standard contractual arrangements require suppliers and, where applicable, their subcontractors to comply with all relevant legislation, including the Modern Slavery Act 2015, and to maintain appropriate controls to prevent modern slavery within their operations and supply chains.

Where appropriate, suppliers may be asked to provide information regarding their policies, practices and procedures relating to modern slavery and ethical working conditions.

Due Diligence

CILEX undertakes due diligence measures designed to identify and mitigate modern slavery risks.

These measures may include:

- Considering modern slavery risks during supplier onboarding and procurement activities.
- Reviewing supplier policies and certifications where appropriate.

- Including contractual provisions requiring compliance with applicable employment and modern slavery legislation.
- Providing reporting mechanisms for employees and workers to raise concerns.
- Investigating any concerns, allegations or reports relating to modern slavery.
- Working with suppliers to address identified risks and implement corrective actions where necessary.

CILEX expects suppliers to maintain appropriate processes for identifying, reporting and addressing modern slavery risks within their own operations and supply chains.

Risk Assessment and Risk Management

Modern slavery forms part of CILEX's wider risk management framework.

CILEX periodically reviews its activities and supply chains to identify areas where there may be an increased risk of modern slavery.

Potential risk areas may include:

- The use of subcontractors and outsourced services.
- Agency and temporary labour arrangements.
- Recruitment and deployment of workers.
- Suppliers operating in sectors or environments considered higher risk.
- Labour-intensive services supplied to CILEX.

To manage these risks, CILEX seeks to:

- Maintain appropriate procurement and supplier management controls.
- Promote awareness of modern slavery among employees and stakeholders.
- Encourage reporting and escalation of concerns.
- Review incidents and implement corrective actions where necessary.

Any identified concerns will be investigated and managed in accordance with CILEX policies and procedures.

Measuring Effectiveness

CILEX monitors the effectiveness of its approach to preventing modern slavery through a range of measures, which may include:

- Completion rates for modern slavery awareness training.
- Number of modern slavery concerns reported.
- Outcomes of investigations into reported concerns.
- Supplier due diligence and compliance activities.
- Corrective actions implemented following identified risks or incidents.

CILEX reviews these measures periodically to identify opportunities for continuous improvement.

Training and Awareness

CILEX is committed to ensuring that employees understand the risks associated with modern slavery and their responsibilities for identifying and reporting concerns.

To support this commitment:

- All employees receive modern slavery awareness training as part of induction and through periodic refresher training.
- Employees are made aware of relevant policies and reporting mechanisms.
- Staff complete training relating to safeguarding and whistleblowing.
- Employees involved in procurement, recruitment and supplier management receive additional guidance on identifying modern slavery risks and ethical employment practices.

Approval

This statement has been approved by a member of the Senior Leadership Group and will be reviewed annually to ensure its continued effectiveness and compliance with the Modern Slavery Act 2015.

Statement Approval	
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Procedure Owner:	Corporate Compliance Manager
Approved By:	Operations Director