



## **Race Relations Statement**

It is the policy of this Company not to discriminate against any person on the grounds of their colour, race, nationality or ethnic origin. This applies not only to employees, but to job applicants, customers and suppliers and members of the public.

The Company requires all its employees to treat all people with appropriate courtesy and respect, regardless of their colour, race, nationality or ethnic origins.

The Managing Director has overall responsibility for implementing the above policy in accordance with the guidance and procedure set out below.

Any person who suffers or believes that they have suffered unlawful discrimination is to report this to their immediate superior or other member of the Company's management and as that the matter is dealt with. If it is not resolved to their satisfaction they may take the matter up through the Company grievance procedure and ultimately with the Managing Director if the problem persists.

All personnel are hereby instructed that unlawful discrimination in contravention of the above policy will not be tolerated and will be dealt with as a disciplinary issue. This includes anyone who becomes aware discrimination is taking place but does not report it to his or her immediate superior or an appropriate member of management.

Employees are to note that a joke is only a joke if the person on the receiving end thinks it is funny. Some people, often for good reason, are more sensitive than others to remarks about their colour, nationality or racial or ethnic origin; if it is apparent that so called jokes give rise to offence, the perpetrator is to desist and, if appropriate, apologise for any offence that might have been caused.

Supervisors and those responsible for recruitment, training, promotion or redundancy selection have a duty to ensure that all concerned are made aware of this policy.

It is illegal (i.e., a criminal offence) to incite racial hatred and any employee who does so or participates in or condones any such action, will be subject to disciplinary action.

This policy applies to employees not only whilst at work but also in their out of work activities, insofar as these relate to employees, customers or suppliers of the company or as regards any effect on employees' relationships in the work place or the Company's public relations.

## **Modern slavery statement**

This statement is made pursuant to s.54 of the Modern Slavery Act 2015 and sets out the steps that Just Perfect Catering 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. Just perfect catering has a zero tolerance approach to any form of modern slavery. We are committed 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 business**

Just Perfect Catering operates contract catering across Wales. We have 10 suppliers.]

### **Our high risk areas**

JPC believe we don't have any areas of the business that we consider to be high risk, however as part of our supplier auditing we check that they have the correct process in place not to put our business at risk

(9001:2015)

January 2019



### Our policies

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

[Insert here brief description of relevant policies, for example:

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. Whistle blowing policy. We operate a whistle blowing policy so that 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. Code of business conduct. This code explains the manner in which we behave as an organisation and how we expect our employees and suppliers to act.]

### Our suppliers

Just Perfect Catering operates a supplier policy and maintains a preferred supplier list. We conduct due diligence on all suppliers before allowing them to become a preferred supplier. This due diligence includes an online search to ensure that particular organisation has never been convicted of offenses relating to modern slavery [and on site audits which include a review of working conditions]. Our anti-slavery policy forms part of our contract with all suppliers and they are required to confirm that no part of their business operations contradicts this policy.

In addition to the above, as part of our contract with suppliers, we require that they confirm to us that:

1. They have taken steps to eradicate modern slavery within their business
2. They hold their own suppliers to account over modern slavery
3. (For UK based suppliers) They pay their employees at least the national minimum wage / national living wage (as appropriate)
4. (For international suppliers) They pay their employees any prevailing minimum wage applicable within their country of operations
5. We may terminate the contract at any time should any instances of modern slavery come to light]

### Training

We regularly conduct training for our procurement/buying teams so that they understand the signs of modern slavery and what to do if they suspect that it is taking place within our supply chain.

### Our performance indicators

We will know the effectiveness of the steps that we are taking to ensure that slavery and/or human trafficking is not taking place within our business or supply chain if: Our procurement manager carries out all correct company audit and procedures.



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- No reports are received from employees, the public, or law enforcement agencies to indicate that modern slavery practices have been identified.]

A handwritten signature in black ink, appearing to read 'Louise Owens', enclosed within a faint, light-colored rectangular border.

**Louise Owens**  
Managing Director

A large, faint, light-colored watermark of the 'Just Perfect' logo in a cursive script font, positioned diagonally across the lower half of the page.

(9001:2015)

January 2019

Registered in England & Wales | Confrestwyd yng Nghymru a Lloegr.  
Company registration no. | Rhif Cofrestredig y cwmni: 6809140 VAT no. | Rhif TAW: 977863741

**we** CARE ABOUT FOOD