

# Introduction

This statement is made as part of Prime Appointments' commitment to eliminating the exploitation of people under the Modern Slavery Act 2015 (the Act).

It summarises how Prime Appointments 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 1<sup>st</sup> August 2024 to 31<sup>st</sup> July 2025. It was approved by the senior leadership team on 31<sup>st</sup> July 2025.



**Robyn Holmes**  
Managing Director



# Our Business

Prime Appointments is a limited company operating in the recruitment sector. We provide introduction services for permanent recruitment and supply temporary workers in the Industrial, Commercial, Accountancy, Technical and Social Care sectors.

Prime Appointments Limited is an independent business.

## *Who we work with*

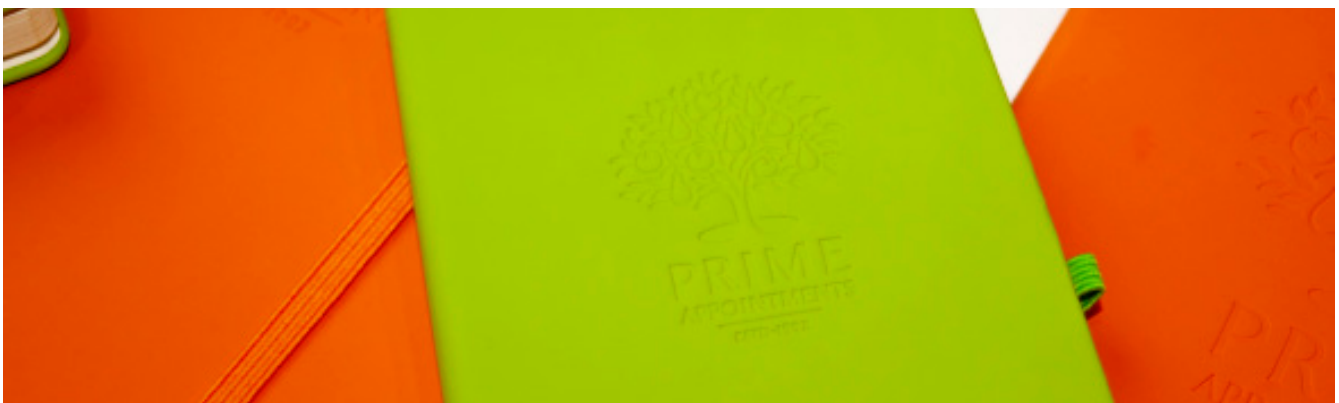
All of the hirers that we work with, and all of the work-seekers we provide, are known to and identified by our staff. All of the temporary workers we supply are identified by our staff. Some of these work-seekers operate through their own limited companies. We do not supply work-seekers to hiring companies through any intermediaries.

The hiring companies that we work with are located in mainly in Essex and Suffolk. The work-seekers / workers we supply live mainly in Essex and Suffolk.

## *Other relationships*

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

- Gangmasters & Labour Abuse Authority (GLAA)
- The Recruitment and Employment Confederation ([www.rec.uk.com](http://www.rec.uk.com))



# Our Processes for managing risk

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

- We conduct audits before entering into a commercial relationship with any business where there is the potential for risk. These audited businesses form the basis of our preferred supplier list.
- We review the potential for risk at regular intervals, including the possibility of re-auditing a supplier or conducting spot checks.

**After due consideration, we have not identified any significant risks of modern slavery, forced labour, or human trafficking in our supply chain. However, we continue to be alert to the potential for problems.**

**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 be aware of modern slavery concerns in their policies.
- 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 work with Gangmasters & Labour Abuse Authority (GLAA) in order to combat the risk of modern slavery and human trafficking.

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

# Our Performance

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 effectiveness of enforcement against clients who suggest pay in breach of policies
- the effectiveness of whistle blowing policy
- the amount of time spent on audits, re-audits, spot checks, and related due diligence
- the level of modern slavery training and awareness amongst our staff



# Our Training

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

- Our senior leadership team and senior consultants receive briefings and training in identifying and resolving concerns around modern slavery and human trafficking.
- Our staff are provided with guidance around modern slavery and human trafficking as part of their induction, 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.

