

Modern slavery policy

Purpose

Slavery is a crime and a violation of fundamental human rights. It takes various forms, such as slavery, servitude, forced and compulsory labour, forced marriage, debt bondage and human trafficking, whether adults or children, all of which have in common the deprivation of a person's liberty by another in order to exploit them for personal or commercial gain.

We have a zero-tolerance approach to modern slavery, and we are committed to acting ethically and with integrity in all our business dealings and relationships and to implementing and enforcing effective systems and controls to ensure modern slavery is not taking place anywhere in our own business or in any of our supply chains.

Scope

This policy applies to all persons working for us or on our behalf in any capacity, including employees at all levels, directors, officers, agency workers, volunteers, interns, agents, contractors, external consultants, third-party representatives and business partners.

This policy does not form part of any employee's contract of employment, and we may amend it at any time.

Policy

1. RESPONSIBILITY FOR THE POLICY

1. The Company's leadership team has overall responsibility for ensuring this policy complies with our legal and ethical obligations, and that all those under our control comply with the policy.
2. The Company's Leadership Team has the primary and day-to-day responsibility for implementing this policy, monitoring its use and effectiveness and dealing with any queries about it. The Compliance Manager's responsibilities extend to:
 - a. monitoring, consulting and auditing internal controls and procedures to identify risks of modern slavery practices in our operations, including in our related companies;
 - b. monitoring and consulting with our suppliers, contractors and business partners to identify risks of modern slavery practices in our supply chains;
 - c. developing measures to assess and address any risks of modern slavery practices, including through due diligence in our contractual relations;
 - d. monitoring the effectiveness of those measures; and
 - e. developing appropriate training materials for our employees to comply with this policy.
3. Management at all levels are responsible for ensuring those reporting to them understand and comply with this policy and are given adequate training on it and the issue of modern slavery in supply chains, including any areas of our business and supply chains which are identified as at risk of modern slavery practices.
4. You are invited to comment on this policy and suggest ways in which it might be improved. Comments, suggestions and queries are encouraged and should be addressed to the Compliance Manager.

2. COMPLIANCE WITH THE POLICY

1. You must ensure that you read, understand and comply with this policy.
2. The prevention, detection and reporting of modern slavery in any part of our business or supply chains is the responsibility of all those working

for us or under our control. You are required to avoid any activity that might lead to, or suggest, a breach of this policy.

3. You must notify your line manager OR the Compliance Manager as soon as possible if you believe or suspect that a conflict with this policy has occurred or may occur in the future.
4. You are encouraged to raise concerns about any issue or suspicion of modern slavery in any parts of our business or supply chains of any supplier tier at the earliest possible stage.
5. If you believe or suspect a breach of this policy has occurred or that it may occur, you must notify your line manager or the Compliance Manager as soon as possible. You should note that where appropriate, and with the welfare and safety of local workers as a priority, we may give support and guidance to our suppliers to help them address coercive or exploitative work practices in their own business and supply chains.
6. If you are unsure about whether a particular act, the treatment of workers more generally or their working conditions within any tier of our supply chains constitutes any of the various forms of modern slavery, please raise it with your line manager or the Compliance Manager.
7. We aim to encourage openness and will support anyone who raises genuine concerns in good faith under this policy, even if they turn out to be mistaken. We are committed to ensuring no one suffers any detrimental treatment as a result of reporting in good faith their suspicion that modern slavery of whatever form is or may be taking place in any part of our own business or in any of our supply chains. Detrimental treatment includes dismissal, disciplinary action, threats or other unfavourable treatment connected with raising a concern. If you believe that you have suffered any such treatment, you should inform the Leadership Team immediately. If the matter is not remedied, and you are an employee, you should raise it formally using our Grievance Procedure which can be found at BambooHR.

3. DUE DILIGENCE

1. The Company is committed to conduct human rights due diligence which involves proactive assessment of risks and investigation of incidents of abuse in the organization and up to the extent of its dealings with its partners. Part of due diligence is to keep all our employees well-informed of this policy. This will include training on how to identify modern slavery practices and the particular parts of our business and supply chains which are subject to a greater risk of modern slavery practices. This training will also form part of the induction process for all individuals who work for us, whether as an employee or a contractor.
2. Our commitment to addressing the issue of modern slavery in our business and supply chains must be communicated to all suppliers, contractors and business partners at the outset of our business relationship with them and reinforced as appropriate thereafter.

4. BREACHES OF THIS POLICY

1. The company may commence applicable disciplinary procedures if a person to whom this policy applies breaches this policy (or any of its related procedures).
2. We may terminate our relationship with other individuals and organisations working on our behalf if they breach this policy.

Eb + Flo Digital is committed to maintaining high ethical standards, protecting human rights and acting with honesty and integrity in everything we do.

We do not tolerate any form of modern slavery, forced labour or human trafficking in any part of our business or supply chain.

Signed

A handwritten signature in black ink, appearing to read 'Ebony McCabe', with a stylized, cursive script.

Ebony McCabe

Owner + Founder

16/12/2021