



A Delta Associate Company

# UK Modern Slavery Act

Response 2018

# Digital Projection Ltd Modern Slavery Act **Response 2018**

This statement is made pursuant to Section 54 of the Modern Slavery Act 2015 and sets out the steps that Digital Projection Ltd. has taken and is continuing to take to ensure that modern slavery or human trafficking is not taking place within our business and supply chain.

## Company Overview

Modern slavery encompasses slavery, servitude, human trafficking and forced labour. Digital Projection Limited has a zero tolerance approach to any form of modern slavery. We are committed to acting ethically, and with integrity and transparency in all our business dealings, and putting effective systems and controls in place to safeguard against any form of modern slavery taking place within the business or our supply chain.

Digital Projection Limited designs, develops, manufactures, markets and sells, premium displays to customers who value the very best images for a wide range of applications. Our strategy is to satisfy our wide ranging customers' needs through the combined application of our UK based design and manufacturing resources, and also our design and manufacturing partners. We strive to ensure that our products reflect our brand values and we take care of our customers in a manner of which we are proud.

The philosophy of open communication applies to all aspects of our operation and also to our relationships with our supplier partners, many of whom are critical to our success and with whom we have been working with for many years.

We employ a skilled workforce dealing with 60 countries worldwide, working closely with these partners to ensure ethical and effective development and supply.

## Code of Conduct

Our Code of Conduct, covering staff, workers and intermediaries lays out our expectations and guiding principles for appropriate workplace behaviour. It also covers relationships between employees, service users and clients. It is our belief that our reputation and work environment are based on the actions and behaviours of our employees. We require compliance with all applicable legislation and expect the use of good judgement.

Digital Projection is committed to the principle and practice of diversity in employment. Its employment policies are therefore designed to be fair, equitable and consistent with the skills and abilities of its employees. Our procedures and practices will embed diversity in recruitment, training and promotion and equal terms and conditions of employment in all jobs of equal value. All Management are made aware of our policies.

We aim to act with fairness, honesty, integrity and openness, and respect the opinions of others, and treat others with fairness and integrity, without regard to gender, sex, race, colour, creed, ancestry, beliefs, religion, place of origin, marital status, disability, age or sexual orientation.

The organisation will not condone or tolerate the victimisation or harassment of any current or prospective employee, worker or any member of the public on any of the above grounds. As a result, any evidence of discrimination carried out by an employee of Digital Projection or any of its subsidiaries will be viewed extremely seriously.

Personal harassment means any conduct whether verbal or physical that is discriminating in nature, based upon another person's personal characteristics.

Digital Projection Ltd has a zero tolerance policy with respect to harassment which, in any form, is prohibited.

### Whistleblowing Policy and Procedure

Digital Projection Ltd is committed to conducting its business with honesty and integrity. Digital Projection Ltd expects the highest standards from all workers and employees, and will treat seriously any concern that is made about illegal or improper conduct.

Digital Projection Ltd is committed to the highest possible standards of openness, probity and accountability, as detailed in our Whistleblowing Policy. The procedure enables all workers and employees to notify senior colleagues of any reasonable suspicion of illegal or improper conduct which may include neglect of duty and maladministration. It provides an avenue to raise those concerns and receive feedback on any actions taken

### Recruitment Policy.

Effective recruitment and selection of employees is important to Digital Projection Ltd. Our Procedure covers both staff employed directly, through an agency or self-employed.

- Only approved recruitment agencies are used.
- Candidates are checked for right to work in the UK.
- For employed staff references are required from at least two people, normally the most recent employers.
- For certain positions a Disclosure and Barring Service check is carried out.

### Procurement and Supply Chain.

We work with over 380 direct suppliers around the world. Our relationship with most suppliers is long term. We purchase a wide range of products that are either integrated into the products we manufacture in the UK or are bought in as finished products branded as Digital Projection.

Purchases can be 'off the shelf' catalogue items such as electronic components or fasteners. Indirect purchases can include travel, consumables or contract labour.

Our ISO9001 system and in particular our ‘Material Procurement and Receiving Procedure’ sets out our policy and processes of how we establish a new supplier; how they are approved for the ‘Approved Supplier List’; and how we audit and monitor the supplier.

### Supplier Chain Selection Process

Prior to approval, each supplier is evaluated and due diligence is carried out, both financial and non-financial:

- Management Systems – ISO9001 etc.
- Environment / Health and Safety – usually a site visit
- Responsible trading practices – ethics, legislation
- Second opinion and authorisation by our major trading partner to ensure they agree and have no issues with a chosen supplier.

We use Dun & Bradstreet to carry out financial check on any proposed suppliers

### On Going Supplier Management

Directly contracted suppliers are regularly audited as part of the Material Procurement and Receiving Process. Audits are done on site where possible, and depending upon the level of risk. Alternatively it can be done via supplier completed Audit forms, or data as supplied on the website, such as catalogue suppliers.

### What would Digital Projection Ltd do if Modern Slavery were found in its Supply Chain?

If modern slavery or human trafficking were found within any of its supply chain Digital Projection Ltd would act immediately with the supplier and relevant authorities to understand the circumstances of what has been found. If found to be proven and the supplier was unable or unwilling to take corrective action, then Digital Projection would terminate supply contracts, seek alternative supply and would raise the matter with the relevant authorities .

### Monitoring.

Each year we will review how our processes and audit mechanism can be improved and put in place any actions to further our commitment to the principles of avoidance of Modern Slavery

This statement was approved by the board of directors of Digital Projection Ltd on 22<sup>nd</sup> February 2019



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Dermot Quinn.  
Chief Operating Officer  
Digital Projection Ltd.