



## **Background**

We are a large organisation with more than 8,000 supply partners active on our finance system at any one time. We have an annual turnover of suppliers (i.e. joiners and leavers) of around 1,500. Our suppliers provide works, goods and services across a wide range of commodity areas, and include other Universities and public sector bodies, based both in the UK and across the globe.

We value the contribution that you, as suppliers, provide to our activities and believe in treating you fairly and with consideration. We aim to align our approaches for mutual benefit. Consistent with managing our risks we try to impose as little burden as we are able to encourage you to work with us. In return we expect you to treat us with respect and help us meet our obligations.

## **Responsible Procurement**

As part of our responsible procurement approach we are keen to engage meaningfully with all of our supply partners; we do this routinely as part of our ongoing contract management routines but are keen to also engage with suppliers that we do not see regularly. We are doing this for two reasons:

1. One of the University's core strategic goals is around social responsibility. As a large civic university we believe that what we do should benefit to society at large. As a consequence we are keen to understand the actions and impacts within our supply chain, highlighting the good work that we know many of our suppliers are undertaking but also supporting, where required, other suppliers where we are able to do so.
2. We are discharging our obligations under the Modern Slavery Act 2015 (MSA). We have published our first statement in line with this legislation and are required to engage with our suppliers to ensure that there is no slavery or human trafficking within our (and your) supply chains. We have a zero tolerance policy to this and rely on your assurances to ensure that this does not happen.

## **Our Approach**

We have developed with a partner organisation (NETpositive Futures) a web based approach to help us engage meaningfully with you and to understand how you are managing your impacts across social and environmental areas. We have chosen this method because:

1. It is free for you to complete;
2. It is relatively simple – we have deliberately kept it so, though it is flexible enough for you to tell us about actions you have already taken;
3. It provides an Action Plan which may help you to manage environmental and social aspects of your operations and you can use it as part of bidding for work with other public sector organisations;

4. The tool is being adopted more widely across the HE Sector and you need complete it only once for participating universities to be able to view your progress and actions. Though be re-assured the information you provide is not generally available nor will it be used improperly.

We hope that you will take a few minutes to complete the on-line tool. It is not mandatory and we are not aiming to waste your time but you are likely to be asked questions (especially around modern slavery) by other customers as well and completing our tool may help you to respond to these especially if the request comes from another university.

If you are a large supplier you are likely to have already undertaken initiatives and action in many of the areas that are highlighted; please tell us about these and attach any upload, links etc. to help us to see this.

If you are a smaller organisation you may also have some, or all, of the areas covered and we would love to hear what you have done. However, if not, the exercise provides you with an opportunity to think about them and start to action them as you see fit.

### **What we do with the information**

The information you provide helps us to understand what is important to our supply partners and also helps us to monitor the impacts of our supply chain. We will use the information you provide as part of our ongoing contract management and reporting on the impact of our purchasing activities.

The information you provide is part of our obligations under the MSA. We have contacted all our suppliers and provided them with a link to complete our on-line tool (which covers Modern Slavery) and a will contact any new supplier as part of our on-boarding process.

Additionally we have categorised our supply chain in order to target our activities under the MSA where it will have the most impact. We have reviewed our supply base to identify those that are 'high risk' in terms of the potential for Slavery and Human Trafficking using the UN Marrakech system. This assesses organisations based on their activities using a mix of environmental, economic and social (including slavery and human trafficking) factors. We will follow-up our initial request to complete the tool where your organisation has a high risk score in this exercise and also suppliers in the following areas as highlighted by the Government (if not already captured): agriculture, hospitality, construction, staff agencies, to promote best practice throughout our supply chains. We appreciate you helping us to discharge our obligations under the MSA.

### **Going Forward**

In time we hope to recognise and promote positive actions that our suppliers are taking as part of their business activities.

We also expect that the information, in anonymised and aggregated form, will be used by researchers and students as part of teaching and learning. In this way the work that we are doing collectively will contribute to the University's academic objectives and help to build and improve understanding for future generations.

### **Links**

- University of Manchester: <http://www.manchester.ac.uk/>
- University of Manchester – Central Procurement Office: <http://www.procurement.manchester.ac.uk/>
- NETpositive Futures: <http://netpositivefutures.co.uk/>
- Sustainability Risk Matrix: <http://documents.manchester.ac.uk/display.aspx?DocID=30514>

- Modern Slavery – various sites:

<https://www.gov.uk/government/collections/modern-slavery-bill>

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/471996/Transparency\\_in\\_Supply\\_Chains\\_etc\\_A\\_practical\\_guide\\_final\\_.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/471996/Transparency_in_Supply_Chains_etc_A_practical_guide_final_.pdf)

<https://www.kingsleynapley.co.uk/comment/blogs/corporate-and-commercial-law-blog/how-will-the-modern-slavery-act-affect-smes>

<https://www.cips.org/supply-management/news/2016/march/small-firms-ignorant-of-modern-slavery-act/>

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/344453/Reference\\_briefing\\_final.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/344453/Reference_briefing_final.pdf)

[http://www.antislavery.org/english/slavery\\_today/what\\_is\\_modern\\_slavery.aspx](http://www.antislavery.org/english/slavery_today/what_is_modern_slavery.aspx)