

# Modern Slavery

## Modern Slavery and Human Trafficking Statement

Financial Year: 1 April 2025 – 31 March 2026

This statement is made pursuant to **Section 54 of the Modern Slavery Act 2015** and sets out the steps that **Matic Media Services Limited** has taken to prevent modern slavery and human trafficking within its business operations and supply chains.

Matic Media Services Limited recognises that modern slavery is a global issue and is committed to acting ethically and with integrity in all business dealings. We take a **zero-tolerance approach** to modern slavery and expect the same standards from our suppliers, contractors and business partners.

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### 1. Organisational Structure and Operations

Matic Media Services Limited is a **limited liability company registered in Scotland (Company No. SC281476)** with its headquarters located in **Coatbridge, Lanarkshire, United Kingdom**.

The company operates within the **display graphics, signage and print industry**, providing large-format print, display graphics and related services to customers primarily across the **United Kingdom and Ireland**.

Our supply chains include suppliers of:

- Print substrates and raw materials
- Signage and display components
- Equipment and machinery
- Logistics and installation services

We recognise that certain sectors within global manufacturing and materials sourcing may present risks relating to labour practices. The company therefore aims to maintain appropriate oversight and responsible sourcing practices within its supply chain.

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## 2. Our Policies on Modern Slavery

Matic Media Services Limited maintains internal policies that support the identification and prevention of modern slavery and human trafficking.

### Whistleblowing Policy

The company encourages employees, customers and suppliers to report concerns relating to unethical behaviour, including suspected cases of modern slavery or human trafficking.

Concerns may be raised confidentially and without fear of retaliation.

### Employee Code of Conduct

Our employee code of conduct sets out the ethical standards expected from employees when representing the organisation.

Employees are expected to act lawfully, ethically and with integrity in all dealings with colleagues, suppliers and customers.

### Supplier Code of Conduct

Matic Media Services Limited expects suppliers to adhere to high ethical standards.

Suppliers are expected to:

- Comply with all applicable employment and labour laws
- Provide safe and fair working environments
- Treat workers with dignity and respect
- Avoid the use of forced labour, bonded labour, or child labour

Serious breaches of these standards may result in termination of the supplier relationship.

### Recruitment Policy

The organisation works only with reputable employment agencies where external labour is required.

Appropriate checks are undertaken to verify the legitimacy of agencies and to ensure workers have the legal right to work and are employed voluntarily.

### Corporate Social Responsibility

Matic Media Services Limited operates according to the following core values:

- Performance
- Honesty
- Uniqueness
- Dependability
- Responsibility
- Quality

Our Corporate Social Responsibility framework includes commitments relating to ethical labour practices and responsible business conduct.

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### 3. Due Diligence Processes

The organisation undertakes appropriate due diligence when engaging with new suppliers and periodically reviews existing supplier relationships.

Due diligence measures may include:

- Verification of supplier legitimacy before onboarding
- Supplier compliance and ethical sourcing checks
- Periodic review of supplier relationships and performance
- Contractual expectations relating to compliance with employment laws and ethical labour standards

Where concerns are identified, the company may investigate further and take appropriate action, including suspension or termination of supplier relationships.

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### 4. Risk Assessment and Management

The organisation recognises that certain areas of its operations may present potential risks relating to modern slavery.

These may include:

- Procurement of materials produced outside the United Kingdom
- Labour practices within third-party suppliers or manufacturing partners
- Use of subcontractors or consultants within project delivery

These areas are periodically reviewed to ensure that appropriate safeguards and responsible sourcing practices are maintained.

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### 5. Effectiveness and Performance Indicators

Matic Media Services Limited monitors its effectiveness in preventing modern slavery through several internal measures, including:

- Supplier onboarding checks and verification
- Supplier compliance and ethical sourcing checks
- Periodic review of supply chain partners
- Internal awareness of ethical labour practices

These processes form part of the organisation's internal operational and quality management procedures, which are reviewed regularly to ensure appropriate standards are maintained across the business and its supply chain.

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## 6. Training and Awareness

Matic Media Services Limited promotes awareness of modern slavery among employees, particularly those involved in procurement and supplier management.

Training and awareness activities include:

- Understanding the principles of the **Modern Slavery Act 2015**
  - Recognising indicators of modern slavery or labour exploitation
  - Understanding the responsibility to report suspected issues
  - Identifying appropriate internal and external reporting channels
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## 7. Approval and Review

This statement has been approved by the **Board of Directors of Matic Media Services Limited**.

The organisation will review and update this statement **annually** to ensure it remains relevant and effective.

**Date Approved:** 19 April 2025

**Next Review Date:** April 2026

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