



Modern Slavery Statement

Modern slavery encompasses, but is not limited to servitude, forced labour, human trafficking and slavery in supply chains. Cordie Ltd has a zero tolerance policy to any form of modern slavery and is committed to acting with integrity, transparency and ethics in all of our business dealings and to putting in place effective control mechanisms to safeguard against them.

The following statement is written pursuant to the Modern Slavery Act of 2015.

Our Business and Structure

Cordie Ltd is a training and education company offering a range of courses to a wide range of corporate and public sector clients, as well as providing qualification tutoring for individual students. Our office is based in the UK, which is where we supply the majority of our training and education services; however, we also have clients in Europe and have delivered courses worldwide, in locations such as UAE, Qatar, China and North America. Our courses are primarily delivered through a blend of face-to-face and online training, though we also offer eLearning packages to clients upon request, either as an alternative to in-house delivery or in addition to such.

Our Policies

In addition to our ISO 9001 certification, Cordie Ltd operates a number of policies internally to ensure that we are conducting business in an ethical and transparent manner. These include:

1. **Diversity & Equal Opportunities Policy.** This policy sets out the organisation's commitment to high levels of quality assurance and equal treatment of clients, students, visitors, Associates, suppliers and members of the wider community and explains how we apply these in practice.
2. **Recruitment & Selection Policy.** We operate a robust recruitment and selection policy, including conducting eligibility to work in the UK checks for all employees to safeguard against human trafficking or individuals being forced to work against their will.
3. **Complaints Policy.** We operate a Complaints Policy so that all members of the public, customers and employees know that they can raise concerns confidentially about practices within our



Unit A1, Aerodrome Studios, 2-8 Airfield Way, Christchurch, Dorset, BH23 3TS

www.cordie.co.uk 01425 200171



business or supply chain, including any concerns around modern slavery, without fear of reprisals.

4. **Quality Policy.** This policy explains our Quality Management System and certification in accordance with all relevant statutory and regulatory requirements. Copies are available to all members of staff, customers, students, Associates and suppliers upon request.

Our Supply Chains

Our supply chains include trainers and suppliers of event spaces for training courses, IT and other office equipment, office cleaning and other office facilities services (e.g. stationery). Cordie maintains a preferred supplier list. We conduct due diligence on all suppliers before allowing them to become a preferred supplier. Whilst we have determined that there is no modern slavery taking place directly within our business, and that our supply chains are at low risk of this occurring, we will continue to monitor any potential risk areas going forward.

At the time of writing, no reports have been received from our employees, the public, or law enforcement agencies to indicate that modern slavery practices have been identified.

A full copy of this statement and a copy of the Modern Slavery Act 2015 will be accessible to all employees electronically and can be obtained upon request.

Andrea Reynolds
Managing Director, Cordie Ltd



Unit A1, Aerodrome Studios, 2-8 Airfield Way, Christchurch, Dorset, BH23 3TS

www.cordie.co.uk 01425 200171