

Modern Slavery and Human Trafficking Statement

Statement at End of 2016/17 Financial Year (ending 31st July 2017)

Purpose of the Statement

Heriot-Watt University is committed to protecting and respecting human rights and to ensuring that modern slavery and human trafficking is not taking place in any of its operations within the University and in its supply chain.

This statement documents Heriot-Watt University's response to the Modern Slavery Act 2015 (MSA) and specifically to Section 54. The University is subject to the MSA as its annual turnover exceeds £36m and it operates in the UK.

This statement is designed to inform staff, students, industry partners and the general public about the steps the University has taken over the last financial year, to safeguard its supply chain from modern slavery and human trafficking activities.

Commitment

The University Executive and the University's governing body, Court, approved the institution's Procurement Strategy and Operational Plan and associated Sustainable Procurement Policy. These documents incorporate the University's sustainable and ethical procurement objectives, strategy, code of conduct and the tools used to embed or enhance sustainable objectives in the University's procurements.

The University is a member of Advanced Procurement for Universities and Colleges (APUC) Ltd, the procurement centre of expertise for Scotland's Universities and Colleges. The University endorses and applies the [APUC Supply Chain Code of Conduct](#) which specifies that suppliers shall not use forced, involuntary or underage labour.

Heriot-Watt University

Heriot-Watt University is one of Scotland's Higher Education institutions and has recently been named 'International University of the Year' by the Times and Sunday Times Good University Guide 2018. This is in recognition of its truly global presence and impact: the University has five global campuses in the UK, Dubai and Malaysia, partners in 150 countries and over 30,000 students worldwide. As a truly global university we make a significant, sustainable and socially responsible contribution to the world.

The University's vision is to be world leading, within all its specialist areas of science, engineering, technology and business and its mission is to create and exchange knowledge for the benefit of society. All Heriot-Watt endeavours will embody its shared values of: Valuing and Respecting Everyone; Pride and Belonging; Pursuing Excellence, Outward Looking and Shaping the Future.

Steps taken and current processes to identify Modern Slavery/Human Trafficking Risk

We procure a wide range of goods and services and do so in accordance with public procurement law. A large proportion is bought through frameworks established by collaborative consortia.

Whilst the risks of modern slavery in our direct activities is likely to be low, we recognise that there are potential risks of modern slavery occurring related to our activities around the world, especially when located in high risk countries. Procurement Services work with colleagues in other universities, procurement bodies such as APUC and Government Agencies to inform and mitigate risks.

Heriot-Watt University's Procurement Services team apply APUC's Supply Chain Code of Conduct and the web-based [Sustain](#) tool which is used to assess at social, ethical, economic and environmental level. Use of this code of conduct demonstrates our commitment to ensure that slavery and human trafficking is not taking place as suppliers provide details of the measures they take in relation to modern slavery in their supply chain.

Regulated procurement processes carried out by the University's Procurement Services team follows Scottish Government's [Procurement Journey](#). The Procurement Journey provides one source of guidance and documentation for the Scottish public sector which is updated on a continual basis with any changes in legislation, policy and facilitates best practice and consistency. By using the source documentation in the Procurement Journey for every regulated procurement exercise, it ensures the University uses the most recent guidance and templates and apply best practice on an ongoing basis.

Procurement Services staff create a strategy for all regulated procurement exercises. This involves carrying out market research to understand the market landscape and consider any risks associated with the commodity/service. A sustainability assessment is also carried out, assessing project impacts, risks and mitigating actions, reflecting on any potential environmental, social or economic issues. Procurement Services then determine the appropriate contract management process for the commodity/project reflecting on the supply chain vulnerability; substitutes available within the market and potential reputational risks. This allows Procurement staff to confirm which contract management route to apply on a scale between 'routine' which requires a low level of contract management to ensure continuity of supply and risk awareness to 'strategic' level where regular review meetings take place with appointed suppliers to ensure effective contract delivery and supplier performance and continued risk management.

Tenderers are required to disclose whether the bidder or any member of their organisation with decision-making powers has been convicted in the last five years of any offence under Part 1 of the Human Trafficking and Exploitation (Scotland) Act 2015, or under any provision referred to in the Schedule to that Act. Tenderers that confirm such a conviction will be excluded from the process unless they can successfully demonstrate that they have now taken sufficient measures to demonstrate compliance with the Act.

The University is now an associate member of [Electronics Watch](#), an independent monitoring organisation working to achieve respect for labour rights in the global electronics industry through socially responsible public purchasing in Europe. Electronics Watch work with civil society organisations in the countries where the factories are located to monitor working conditions.

Procurement Services staff have participated in training events, engaged with the sector at conferences and briefings and attended webinars to increase awareness and understanding of Modern Slavery and Human Trafficking.

Further steps to be reviewed and prioritised in 2017/18 include

We will continue to research and assess risks in prioritised procurement categories and ask identified suppliers about their actions to tackle modern slavery in their supply chains.

Key suppliers to the University will be encouraged to utilise APUC's SUSTAIN database to ensure that they are compliant with the Act.

The University will revise its terms and conditions of purchase to include a clause which specifically addresses modern slavery and human trafficking.

Procurement Services staff commits to undertake all relevant training and awareness sessions and to share best practice and promote and/or deliver any relevant training to devolved buyers throughout the University in order to continue to raise awareness of modern slavery and human trafficking risk.