



## Slavery and Human Trafficking Statement

This statement is made pursuant to section 54 (1) of the Modern Slavery Act 2015 and constitutes our modern slavery and human trafficking statement for the financial year ending 31 May 2021 for PKF Littlejohn LLP and all group entities.

At PKF Littlejohn LLP we are committed to the fair and equitable treatment of our colleagues, clients and stakeholders and we expect these standards to be upheld throughout our supply chain. We manage our business in line with our Values in an ethical and responsible manner and we aim to change our physical and social environment for the better.

### Business Overview

PKF Littlejohn LLP is a Limited Liability Partnership registered in England (OC342572) providing a full range of audit, accountancy, tax and advisory services, we are an active member of PKF International, a global network of legally independent accounting firms with a presence in 150 countries around the world. Our 35 Partners and more than 350 employees operate from our offices in London and Leeds.

### Supply Chains

Our supply chain primarily supports our offices, including office supplies, IT equipment, cleaning and waste management, and the provision of services to our clients, including the referral of work to firms in other countries. When sourcing suppliers to support our offices, we support local businesses and small and medium enterprises where possible and have long standing relationships with many of our suppliers. When referring work internationally, we use firms within the PKF international network ("PKF firms") where possible.

### Policies and Governance

We aspire to be recognised as a responsible corporate citizen and are committed to ensuring our supply chain is free from any form of slavery or human trafficking. Our key organisational policies, including those dealing with slavery and human trafficking, are developed and owned by the relevant head of department and are approved by the Leadership Team, chaired by the managing partner.

Our recruitment policy commits to protecting our colleagues' human rights and includes a commitment to paying our people a Living Wage whilst ensuring that all of our people are compliant with the working time directive rules. We work hard to make PKF Littlejohn a great place for everyone, aiming to enable all of our staff to fulfil their potential and aspirations, and promote equal opportunity in the workplace. We have several methods of escalation available to our partners and staff, including our confidential whistleblowing hotline.

## **Our Values**

Our Values are at the heart of who we are. They enable us to explain what we collectively stand for and help inform everything that we do as a business, from how we work with our clients to who we recruit to our team.

Our Values are:

- We are curious
- We value authenticity
- We respect each other
- We enable

Each of us aims to bring our values to life in our day-to-day work for the benefit of all of everyone. By living the values in this way, we can fulfil our potential, help our clients to realise their ambitions and have a positive impact in our community.

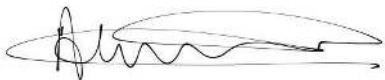
## **Due Diligence, Risk Evaluation and Management**

Due to the nature of our business, we consider most of our suppliers to be relatively low risk in respect of modern slavery and human trafficking. All PKF firms are expected to adhere to global policies, including those in relation to human rights. All other suppliers are subject to a due diligence process when we enter into a contract, including an assessment of the risk of involvement in modern slavery and review of the supplier's published policies in respect of modern slavery. Due to our long-standing relationships with many of our suppliers, we have a number of contracts which predate the Modern Slavery Act. Where these contracts are with key suppliers, we have engaged in dialogue with these suppliers to understand their approach and policies in respect of modern slavery. We will investigate any potential risk areas and take action, starting with communication with the supplier to rectify the issue and up to termination of existing contracts and reporting the issue to relevant authorities.

## **Training and performance indicators**

To ensure a satisfactory level of understanding of the risks and signs of modern slavery and human, we have made available this statement and e-learning resources to all our partners and staff involved in recruitment and procurement. Due to the nature of our business we would normally expect no instances of modern slavery and human trafficking, therefore every suspected or confirmed case is reported to the Board as standard.

This statement has been approved by the Board of PKF Littlejohn LLP on behalf of its Members and all group entities and is signed by:



Dominic Roberts  
Managing Partner  
PKF Littlejohn LLP

A review of this statement will next take place on 31 May 2022.