

GA Barnie Group Ltd. is a private limited company and was established in Wick in 1985. It is engaged in the design, installation and maintenance of electrical, mechanical, plumbing, electro-mechanical products, fire & security, industrial doors, heating, sprinkler systems, renewable technologies, gas, oil and solid fuel installations of all sizes. The Company head office is based in premises at 16 Carsegate Road South Inverness and has branches in Wick, Kirkwall, Elgin, Stornoway, Fort William, Perth, Livingston and Aberdeen, employing over 400 people throughout Scotland.

The company recognises that slavery and human trafficking remains a hidden blight on our global society. This statement is made in compliance with Section 54 of the Modern Day Slavery Act 2015. The aim of the company is to identify our responsibility by alerting staff to the risks, however small, in our business and in the wider supply chain. Staff are expected and encouraged to report concerns to management, where they are expected to act upon them. The company has the following relevant policies:

- Modern Day Slavery Act 2015 Policy
- Anti-Bribery and Corruption Policy
- Equal Opportunities Policy
- Health & Safety Policy
- Corporate Social Responsibility Statement

Fair Working Practices

Many GA Barnie employees have joined the company as apprentices and stayed into adulthood with some progressing into management roles, and in some cases their footsteps are now being followed by their own children. It is our hope that we will be able to continue to expand the number of local people working with us and continue to increase our apprenticeship programme providing opportunities for teenagers in the community to gain training and experience without having to leave their home counties.

We target our recruitment to supplement an existing highly skilled workforce in line with current contract requirements. We look at the skills of the existing workforce with a view to developing said skills further to meet work demands. All training records for each employee are recorded on the company's training matrix. This is routinely monitored and highlights any expiring training certificates. Further training is arranged to ensure our employees have current training competences specific to the tasks that they undertake.

We believe that today's apprentices are tomorrow's highly skilled workforce. The company is committed to utilising Modern Apprenticeship schemes to aid with the development of young individuals. When recruiting apprentices, we engage with local colleges to assess student performance whilst undergoing electrical and mechanical courses. Engagement with colleges continues throughout the term of an individual's apprenticeship and beyond when delivering vocational qualifications.

All our apprentices undertake vocational training which is supervised by experienced tradesmen and managers. This training is complimented by block release attendance at college under the guidance of SELECT and SNIPEF. Over the years, many of our apprentices have achieved placement in the top three apprentices in Scotland. Modern apprenticeships are not limited only to trades, administration staff benefit from the same opportunities.

Additional vocational training opportunities are made available to employees progressing through the company and all employees are actively encouraged to undertake training to the benefit of both the individual and the company. This may take the form of Site Supervisor Safety Training Scheme, Site Management Safety Training Scheme, IOSH Managing Safely and industry specific qualifications relative to the type of works that are to be undertaken.

Whenever possible, efforts will be made to identify and remove unnecessary/unjustifiable barriers and provide appropriate facilities and conditions of service to meet the special needs of disabled or disadvantaged people. Flexible working requests are always considered and dealt with in the correct manner by assessing the



advantages and disadvantages of applications and holding face to face meetings with employees to discuss the request. An appeal process is also offered by the company.

GA Barnie operates a fair and equitable pay policy to ensure our employees are paid in accordance with the living wage guidelines. All employees are paid in accordance with relevant governing body agreed rates & the Scottish Living Wage e.g. electricians are paid the rate as set by the SJIB etc. and are provided with standard contracts of employment. The group believes this produces high levels of productivity and motivation amongst our staff along with a strong staff retention record. We have an application in progress to the Scottish Business Pledge to demonstrate our commitment to "Real Living Wage and No Inappropriate use of Zero Hour Contracts".

We are an equal opportunities employer & welcome application from all sectors of society; we do not advocate/use exploitative employment practices such as zero-hour contracts. The Group policy ensures all employees are treated equally & fairly. Ongoing monitoring takes place to eliminate the possibility of discrimination. A diverse workforce is welcome & the company has a good awareness of cultural aspects & supports the needs of individuals.

All employees are paid in accordance with relevant governing body agreed rates & the Scottish Living Wage e.g. electricians are paid the rate as set by the SJIB etc & are provided with standard contracts of employment. We are accredited to Investors in People (IIP) & Investors in Young People (IYYP).

Supply Chain

We are committed to ensuring that there is no modern-day slavery or human trafficking in our supply chain or in any part of our business. Our Modern Slavery Act 2015 Policy Statement reflects our commitment to acting ethically and with integrity in all our business relationships and to implementing and enforcing effective systems and controls to ensure slavery and human trafficking is not taking place anywhere in our supply chain;

- the company will not knowingly support or deal with any business involved in slavery or human trafficking.
- we have zero tolerance to slavery and human trafficking. We expect all those in our supply chain and contractors comply with our values.
- we encourage the reporting of concerns and the protection of whistle blowers.

Our supply chain consists mostly of UK-based equipment wholesalers and distributors. All new suppliers go through our Supplier Approval process, which was updated in 2023. We carried out desktop audits on the top 3 suppliers. In 2023, 1% of our suppliers accounted for 41% of the supply chain spend.

To ensure a high level of understanding of the risks of modern slavery and human trafficking in our supply chain and our business, we provide training to relevant members of staff. All Directors and management board have now completed the training module on Modern Day Slavery.

In 2023, we upgraded our documentation related to Modern Day Slavery and introduced an evaluation document, a toolbox talk, scoring criteria and a reporting form. There have been no incidents reported of modern-day slavery in our supply chain in 2023.

Future Actions:

- We will roll out the new Modern Day Slavery toolbox talk to relevant staff.

Signed By: Alex Barnie

Dated: 26/03/2024



