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# Modern Slavery Statement

## Document Version Control

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## Legal Notice

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# Modern Slavery Statement

## Purpose

This statement sets out LoopUp's actions to understand all potential modern slavery risks related to our business and to put in place steps that are aimed at ensuring that there is no slavery or human trafficking in our business or supply chains.

Due to operating in the technology (SaaS) and telecommunication sector, the risks relating to modern slavery are not prominent, but LoopUp recognizes that it has a responsibility to take a robust approach to slavery and human trafficking.

LoopUp is committed to preventing slavery and human trafficking in its corporate activities, and to ensuring that its supply chains are free from slavery and human trafficking.

## Scope

This statement relates to actions and activities during the financial year 1 January 2023 to 31 December 2023.

## The Policy

### Organisational structure and supply chains

LoopUp is a global cloud communications and software provider enabling our customers to 'meet better' and make conference calls less painful. LoopUp Group plc is the parent company for the LoopUp group. LoopUp operates in a number of jurisdictions throughout Europe, North America, Asia and Australasia.

Our key suppliers are telecoms carriers and software service providers. Modern forms of slavery are not prevalent in the industries in which these suppliers operate.

### Relevant policies

We are committed to ensuring that there is no modern slavery or human trafficking in our supply chains or in any part of our business. Our anti-slavery policy 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 chains.

Policies are written by our Legal & HR team to reflect the values and ethical standing of the organization across all areas, and are signed off by Information Security Management Team.

The organization operates the following policies that describe its approach to the identification of modern slavery risks and steps to be taken to prevent slavery and human trafficking in its operations:

#### *Employee handbook & whistleblowing policy*

Our Employee Handbook makes clear to employees the actions and behavior expected of them when representing the organization. The organization strives to maintain the highest standards of employee conduct and ethical behavior when operating abroad and managing its supply chain. New employees are given the Employee Handbook when they first join and made aware of how to identify signs of modern slavery and next steps to take if they suspect that it is taking place within our business or supply chain.

The organization encourages all its workers, customers and other business partners to report any concerns related to the direct activities, or the supply chains of, the organization. This includes any circumstances that may give rise to an enhanced risk of slavery or human trafficking. Employees, customers or others who have concerns can speak to their line manager or our Legal & HR team if they have any concerns.

### *Supplier policy*

The organization uses only specified, reputable employment agencies to source labor and always verifies the practices of any new agency it is using before accepting workers from that agency.

### **Due diligence**

The organization undertakes due diligence when considering taking on new suppliers, and reviews its existing suppliers. We have in place systems to:

- identify and assess potential risk areas in our supply chains;
- mitigate the risk of slavery and human trafficking occurring in our supply chains;
- monitor potential risk areas in our supply chains; and
- protect whistle blowers.

### **Breach**

If any individual is aware of an actual or suspected breach of this policy they must report it to Legal ([legal@loopup.com](mailto:legal@loopup.com)).

### **Enforcement**

An employee found to have violated this statement may be subject to disciplinary action, up to and including termination of employment. A violation of this policy by a temporary worker, contractor or vendor or their employee or agent may result in the termination of their contract or assignment with LoopUp.

### **Responsibilities**

**Legal** is responsible for maintaining this statement. It is also responsible for running educational activities to raise awareness and understanding of the responsibilities identified in this statement.

**All relevant people** as outlined in the scope of this policy are responsible for complying with this and any other relevant LoopUp policy at all times.