

## MODERN SLAVERY STATEMENT

This statement sets out AL\_A's obligations under the Modern Slavery Act 2015 and illustrates our commitment to avoid any form of modern slavery or human trafficking, to conduct business with honest and integrity, acting ethically in all of our business relationships.

This statement applies to AL\_A and all operating companies of Amanda Levette Architects Ltd. describing the steps we take to ensure slavery and human trafficking does not take place in any part of our business or supply chains.

### **Our organisation**

AL\_A is an award-winning architecture studio working on everything from masterplans and museums to department stores and furniture.

We understand that to our clients, services and quality of work are the key issues. This means applying our professional experience to each and every task we undertake to give every client precisely what they have come to expect from us and to exceed their expectations by continuous improvements.

AL\_A seek to do this by obtaining accreditation in every field of work, training employees to improve knowledge, skills and attitude and by responding to our clients' feedback.

Our target market is large-scale civic projects with a construction budget in the range of £50m upwards. In all of our projects we act as design lead, delivering architectural services from RIBA Stage 0-7.

We are committed to ethical and sustainable business practices. We take account of our social, economic and environmental impact beyond legal and regulatory requirements.

### **Our commitment**

AL\_A unreservedly condemns modern slavery and human trafficking wherever in the world it occurs. We have a zero-tolerance approach to modern slavery. All work must be conducted voluntarily and without threat of any penalty or sanctions.

We are a RIBA Chartered Practice and maintain high levels of ethical, competent and professional behaviour in all of our dealings in accordance to the RIBA code of Practice as well as all applicable laws, regulations and treaties.

### **Workings practices, policies and procedures**

Our working practices and policies including Social Responsibility, Diversity and Inclusion, and our Employment and Welfare standards reflect our commitment to fair employment practices.

AL\_A is committed to paying the living wage whilst being non-discriminatory in regards to gender, age, disability or any other grounds which are irrelevant when it comes to determining salary. AL\_A regularly monitor industry standard salaries to ensure we are in line and providing employees with fair market rates for work.

### **Due diligence**

In line with enforcing our zero-tolerance approach to modern slavery or trafficking, AL\_A reserves the right to inspect supplier's premises and interact with workers without notice. Employees should notify their line manager or operations lead as soon as possible if they have any concerns, issues or suspicions about modern slavery in any parts of the business or its supply chains.

### **Supply chain**

AL\_A require that our suppliers adhere to and respect our ethical standards. We expect our suppliers to extend the principle of fair and honest dealings with ourselves and all others with whom they do business including employees, subcontractors and third parties.

We encourage openness and will support anyone who raises genuine concerns in good faith under this statement, even if they turn out to be mistaken. We are committed to ensuring that no one suffers any detrimental treatment as a result of reporting in good faith their suspicion that modern slavery of whatever form is or may be taking place in any part of the business or its supply chains.

All staff interacting with a supplier should remain vigilant as to any potential indicators of modern slavery, including in any visits to suppliers, and report these as appropriate. Where suppliers are considered to be at a higher potential risk for modern slavery it may be appropriate for staff to raise this with the operations lead or their line manager so that consideration can be given to whether any further specific steps for monitoring risks are appropriate.

### **This statement**

This statement is made in accordance with the Modern Slavery Act 2015 and has been approved by AL\_A's Directors and communicated to all AL\_A staff.

Directors and Head of Operations have joint responsibility for monitoring the implementation of this statement, dealing with any queries about it and assessing its effectiveness. This statement will be reviewed biannually and amended/updated as necessary.

A handwritten signature in black ink, appearing to read 'Ho-Yin Ng', written in a cursive style.

Ho-Yin Ng  
Director

AL\_A