



# *kdc/one Swallowfield*

## *Modern Slavery*

### *Statement for FY2020*

#### *About us*

Since its inception in 1876, kdc/one Swallowfield has been a market leader in the development, formulation and supply of personal care and beauty products.

Our service offering extends from contract manufacturing to full-service provision, including market analysis, creative and design, research and development, sourcing and stock management and distribution.

kdc/one products are likely to be found in many homes.

kdc/one Swallowfield operates from two manufacturing sites in the UK and one in Czech Republic, employing more than 500 people in total:

- Wellington in Somerset (Head office). This includes the factory, laboratories, offices, warehouses and LPG plant at the main site, as well as the finished goods and components warehouses situated just a few miles away.
- Bideford in North Devon. This includes all the kdc/one Swallowfield facilities situated on one site.
- Tabor in Czech Republic. This includes the factory and warehousing also on one site.

kdc/one Swallowfield also has a representative office in Shanghai, China, a manufacturing joint venture with Shanghai Colour Cosmetic Technology Company (SCCTC) in Shanghai, China, as well as sales offices in New York and Paris



## *Supply chain*

kdc/one Swallowfield maintains a global supply chain, to purchase the very best raw materials and packaging for the manufacture of our products. We also purchase a broad range of indirect goods and services through suppliers and contractors, to support the manufacture and supply of our products across our business units.

kdc/one Swallowfield's values are to "Make it happen. Make it better. Make it together." They affirm that our suppliers are key partners in search for and process of manufacturing innovative quality products.

We establish long-term, mutually beneficial relationships with all our suppliers to help us develop new products and deliver quality goods and services. As such, we will only do business with suppliers that meet our high standards of good ethical, employment and environmental practice.

All new suppliers must sign a declaration prior to being accepted by kdc/one Swallowfield.

## *Policy*

kdc/one Swallowfield has created an Ethical Policy (GHRPOL20), available on the kdc/one Swallowfield website, to ensure that both its facilities and its suppliers manufacture and supply safe, high-quality products that meet statutory and customer requirements, and that business is conducted in accordance with industry - and internationally approved standards of good ethical, employment and environmental practice.

The Ethical Policy is designed to ensure that kdc/one Swallowfield, its partners and its suppliers operate within the principles and guidelines set out in the Policy.

kdc/one Swallowfield is committed to eliminating acts of modern slavery and human trafficking within its business and multi-tier supply chain, including sub-contractors. The Company acknowledges its responsibility in the context of the Modern Slavery Act 2015 and is committed to transparency within the organization and its supply chain.

kdc/one Swallowfield operates a Whistle-blowing Policy (GHRPOL015) where any breach of the Group's social and ethical standards can effectively be investigated.

Any communication through the Whistle-blowing Policy will be treated confidentially.

## *Due diligence processes*

All of our manufacturing sites are registered on SEDEX, with regular external ethical audits based on the four key pillars of SMETA. We expect suppliers to operate under similar principles when it comes to audits or reports.

## *Risk Assessment*

kdc/one Swallowfield acknowledges that the risk of exposure to modern slavery can occur at any stage in the supply chain and, as such, is committed to ensuring that the principles set out in our Ethical Policy are rigorously applied. kdc/one Swallowfield is committed to helping in the fight against modern slavery through continued certification and support of ethical principles and organisations like the Roundtable on Sustainable Palm Oil and Forestry Stewardship Council.

## *Measuring effectiveness*

For the financial year 2020 (1 May 2019 – 30 April 2020) there were no reports of modern slavery or human trafficking within our business or immediate supply chain.

## *Training of staff*

kdc/one Swallowfield recognises that it is the responsibility of all managers and directors to ensure policies are applied through effective communication and training. Swallowfield aims to step up training in the awareness of modern slavery risks throughout the organisation in the coming year.

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This statement has been approved by the Board of Directors of kdc/one Swallowfield and is made in accordance with the Modern Slavery Act 2015.



**Matthew Gazzard**  
President & Chief Executive Officer

Signed date  
October 28, 2020