

## INTRODUCTION

Link Options Agency services Ltd recognises that modern slavery and human trafficking could be potential risks to our business. We are committed to working with all organisations that take the issue as seriously as we do and who share our goal to reduce and eliminate this threat in the UK.

Integrity is one of our core values. We have strict policies and procedures in place to ensure the consistent monitoring of our workforce for the signs of human trafficking and labour exploitation. These checks are necessary to allowing us to investigate and identify exploitation at the earliest possible stage.

### Recruitment Process:

Checks begin as soon as a candidate makes an application to join Link Options Agency services Ltd. Through a well-designed checklist and a dynamic CRM that triggers certain set reminders (as to date of expiry of dates for documents etc), these checks continue throughout the worker's time with us.

The initial checks at the start of the registration involve the identification and 'right to work' checks of the candidate.

All interviews are completed face-to-face with the individual to make sure that they have freely chosen to attend. In addition, throughout the registration and interview process, all application forms are checked and verified as being the applicant's own information. We also ask where they found out about Link Options Agency services Ltd and the role to establish if there was a directing force involved rather than a personal own initiation of the application process. Luckily, we are in an industry (labour for Healthcare industry) that does not engage services of minors. This greatly reduces the risk of any abuse of this category of the vulnerable groups.

### Training:

Worker's training begins at the induction stage, giving an insight into Modern Slavery. It explains why it is illegal in the UK and what the worker should do if they suspect it is happening to a colleague or they are a victim themselves.

We issue various relevant publications and literature as a welcome pack for new workers. Indeed they do sign on the self-declaration section of the recruitment form that they have received them. Those covering this subject are included therein the pack. Every publication and or literature include contact details for the relevant authorities who can assist if a need arises.

Our Recruiting staff are trained how to regularly check on workers' welfare in the form of surveys, worker interviews and supervisory meetings. Further, we are in industry requires that all workers undergo DBS checks.

We operate only in UK, without any external recruitment collaborations. This also minimises any risk of modern slavery or human trafficking.

We are confident that we have the right checks in place to minimise the risk of human trafficking and labour exploitation taking place within our company.

The Board Of Directors

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