

SCOTTISH QUALIFICATIONS AUTHORITY (SQA)

MODERN SLAVERY AND HUMAN TRAFFICKING STATEMENT

At SQA, we conduct our operations in accordance with our values of being progressive, enabling and trusted. These values apply both within the organisation and in our dealings with suppliers.

SQA is a non-departmental public body and in this role, we remain fully committed to working with other organisations, agencies and institutions in the Scottish family to help meet the Scottish Government's National Outcomes, strategies, policies and priorities, both at home and abroad. In the conduct of our business, we aim to tackle inequalities, improve life chances for children, young people and families at risk and ensure safety from crime, disorder and danger.

We are committed to fair employment practices in line with our core values and behaviours, and all relevant labour legislation. We also support the global commitment to eliminating forced or compulsory labour and to effectively abolishing child labour.

We adopt a 'zero-tolerance' approach to slavery and human trafficking. We are committed to taking all reasonably practicable steps to ensure that slavery and human trafficking are not present either in our operations, supply chains or among third-party representatives working on our behalf. We believe that identifying and tackling slavery and human trafficking risks is a means to achieving this aim.

We expect the same standards from all those we work with, including business partners, consultants, contractors, suppliers and third-party representatives working on our behalf. SQA is committed to working with our suppliers to ensure that slavery and human trafficking risks are identified and managed proactively.

We maintain and comply with a suite of policies and guidance relating to procurement standards and business conduct.

Structure, business and supply chains

Established in 1997, SQA is responsible for the development and management of assessment and certification of a wide range of qualifications in Scotland. SQA was established under Section 1 of the Education (Scotland) Act 1996 and has its headquarters in Glasgow.

Based in Scotland, SQA also works across the UK and internationally with schools, colleges, universities and training organisations to develop and deliver qualifications and assessments. Around 15,000 teaching professionals and industry specialists support SQA operations annually, helping to ensure that SQA qualifications accurately reflect learners' knowledge and skills and provide routes to jobs or further study. Our International Team operates across the world in regions including Europe, Middle East, Asia and the Americas.

SQA also awards a range of other qualifications, including Customised Awards, to meet the needs of individual companies and organisations. In addition, SQA provides advice, support and services, such as expertise in assessment, that enable organisations to succeed in meeting a wide range of educational and workforce development challenges.

Further information about SQA can be found at: <http://www.sqa.org.uk>.

Our organisational structure is detailed at:

http://www.sqa.org.uk/sqa/files_ccc/Organisation_Structure.pdf

Our supply chains include:

- Office catering and security services
- Courier services
- Professional services
- Consultants engaged to develop SQA qualifications and services.

Anti-slavery and human trafficking

We are committed to ensuring that there is no modern slavery or human trafficking in our supply chains or in any part of our organisation. This 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 are not taking place in our supply chains.

Our commitment to anti-slavery builds upon our existing framework of ethical policies, including our Procurement Policy Incorporating Sustainability, Dispute Resolution Policy, Code of Conduct, Anti-Fraud Policy, Whistleblowing Policy, Corporate Health and Safety Policy and our Anti-Bribery Policy.

The Anti-Bribery, Corruption and Anti-Slavery incorporating Human Trafficking Policy is available to all staff and is available on SQA's website. This contains guidance to our staff.

Supply chain

SQA identify areas of risk to ensure all those in the supply chain and contractors comply with our ethical standards. We observe the following processes to identify and mitigate the risk of slavery and human trafficking in our supply chains:

1. Identify potentially at-risk suppliers to recognise key risks such as the presence of a supplier in an at-risk country, the criticality of the product to our operations and the size of the supplier.
2. Communicate our zero-tolerance approach to at-risk suppliers.
3. Carry out the relevant probity checks to our supply change prior to a contract award to ensure compliance with all relevant regulations such as health and safety, child labour, slavery and payment of the national living wage.
4. Assess and, where necessary, conduct on-site audits where slavery and human trafficking compliance issues arise.
5. Make sure contract conditions and supplier management are robust to ensure supplier's performance in respect of slavery and human trafficking compliance and to remedy any issues that arise.

Internationally

SQA has now introduced an enhanced Due Diligence Process which includes an annual declaration from our international partners. This declaration, in addition to the Centre Operating Agreement, ensures the partner maintains policies and procedures (such as an equality, anti-bribery, anti-corruption and complaints policy) designed to respect, protect and promote human rights in the course of its operations.

Effectiveness in combating slavery and human trafficking

SQA use the following key performance indicators to measure how effective we have been to ensure that slavery and human trafficking is not taking place in any part of our business or supply chains:

- Any incidents of modern slavery and human trafficking are reported in accordance with our anti-slavery compliance procedures.
- Suppliers' acceptance of SQA's supplier terms and conditions.

SQA will continue to monitor the effectiveness of our compliance regime and take necessary steps to address any instances of slavery and human trafficking.

This statement is made pursuant to section 54(1) of the Modern Slavery Act 2015 and constitutes our slavery and human trafficking statement for the financial year ending 31 March 2020.

Signed: 

Date: 26 August 2020

Fiona Robertson
Chief Executive
Scottish Qualifications Authority