

# Dental Health Services Victoria Modern Slavery Statement

## Reporting Criterion 1: identify the reporting entity

This Modern Slavery Statement is made pursuant to the Commonwealth Modern Slavery Act 2018 (the Act) by Dental Health Services Victoria (DHSV) and relates to the financial year 1 July 2023 to 30 June 2024.

## Reporting Criterion 2: describe the reporting entity's structure, operations, and supply chains

### Structure

DHSV is a health service established under section 181 of the Health Services Act 1988 (Vic).

DHSV is the lead oral health agency in Victoria. DHSV provides public oral health services through The Royal Dental Hospital of Melbourne (RDHM), ABN 55 264 981 997, which is located at 720 Swanston Street Carlton, and in partnership with over 50 community dental agencies throughout Victoria.

As at 30 June 2024 the combined RDHM & DHSV full-time employee count is 505. The gender split is approximately 75% female and 25% male.

DHSV does not own or control any other entities.

DHSV's Annual Reports are found at:

<https://www.dhsv.org.au/about-us/our-organisation/reports-and-publications>

### Operations

DHSV provides public oral health services through RDHM and in partnership with over 50 community dental agencies throughout Victoria.

DHSV runs state-wide oral health promotion programs, invests in oral health research, advises the government on oral health policy, and supports the education of future oral health professionals.

The RDHM is Victoria's leading dental teaching facility, working in partnership with The University of Melbourne, RMIT University and La Trobe University in the education of dental and oral health professionals.

### Supply Chain

DHSV, listed under Schedule 5 (Public Health Services) of the Health Service Act 1998 (the Act) is mandated to use HealthShare Victoria (HSV) collective purchasing agreements where they include the required goods or service, and is also required to comply with HSV's Purchasing Policies.

Where DHSV is unable to procure goods, services or assets from a HSV or Victorian Government Purchasing Board (VGPB) collective agreements, DHSV will directly approach the supply market. All procurements are conducted in accordance with DHSV's Procurement Framework (PF) which includes the requirement for DHSV to comply with additional Victorian Government procurement instruments, including:

- The Ministerial Directions and Instructions for Public Construction in Victoria
- Local Jobs First policy
- Social Procurement Framework
- Uniforms and Personal Protective Equipment (PPE) Policy; and
- Standard Motor Vehicle Policy.

DHSV also utilise government pre-qualification registers such as the Construction Register which is approved by the Secretary to the Department of Treasury and Finance, and the Uniforms and Personal Protective Equipment Ethical Supplier Register which is administered by the VGPB.

Noting a material percentage of DHSV's procurements are governed by a Victorian Government procurement policy, instruction or instrument.

DHSV's procurement's cover a broad range of services, equipment and supplies. Below are examples of material procurements where DHSV directly approached the supply market during the reporting period.

#### School Dental Program - Water Bottles

- Objective: To secure a supplier to provide a minimum of 300,000 reusable water bottles each year for the next three years, to provide to school students as part of their free-issue annual dental pack from the School Dental Program.
- Outcome: The preferred supplier manufactures and supplies reusable water bottles to meet the School Dental Program's requirements.

#### Royal Dental Hospital Melbourne Ground Floor Remodel

- Objective: To secure a service provider to demolish the existing entrance, foyer and ground floor triage area and construct a new south-west entrance, circulation spaces, waiting areas, information centre, staff facilities and patient interview spaces.
- Outcome: The project is progressing in accordance with the project plan with the demolition works almost completed.

## **Reporting Criterion 3: describe risks of modern slavery practices in operations & supply chains**

### **Modern slavery in DHSV's supply chains**

DHSV recognises that the extensive nature of its global supply chains may expose DHSV to modern slavery risks. Some of the general risk areas present in DHSV's extended supply chain include:

- labour practices in offshore manufacturing facilities, some of which are located in South-East Asia
- labour practices in the sourcing of raw materials, including cotton and rubber; and
- industry risks associated with textiles, electronics and cleaning services

Furthermore, DHSV's understands high-risk industries in healthcare are cleaning, linen and textiles, medical supplies and equipment, security and freight.

### **DHSV's Risk Assessment Approach**

DHSV upholds the Australian Government's position on modern slavery – there is no place for modern slavery in the Australian community or in the global supply chains of Australian goods and services. DHSV recognises that it has not caused or contributed to modern slavery practices, but rather, DHSV is linked to risks which exist offshore and in high-risk geographies.

DHSV's modern slavery risk assessment approach mirrors the guidance provided by HSV. DHSV's risk assessment approach incorporates the four modern slavery risk factors which are each scored using a sliding scale represented by a one for low risk to three representing high risk. The total score represents the supplier's risk rating.

The risk rating scale is represented as Low, Medium or High each signifying a different approach/action. The approach/actions may include incorporating modern slavery clauses in the contract or for the supplier to complete an annual questionnaire as part of an ongoing performance review.

DHSV applies the Modern Slavery Act requirements to procurements with an estimated value of \$3,000,000 (including GST), and above. The risk assessment is undertaken by the DHSV Procurement Team with guidance and advice from the HSV Modern Slavery Team.

### HSV contracted suppliers in DHSV's supply chain

During the fifth reporting period of the Modern Slavery Act the risk mitigation actions and support provided by HSV, includes: -

- hosting two modern slavery risk sessions for suppliers not contracted under HSV collective agreements to uplift modern slavery risk capability within the sector where 78 unique suppliers attended;
- created a new risk assessment platform;
- provided advice, guidance and support with assessing supplier's modern slavery risk; and
- supported health services through monthly modern slavery community of learning sessions and the provision of a suite of tools, resources and guidance material.

### Operations

As a health service with a largely skilled workforce, DHSV has assessed the risk of modern slavery within its direct business operations to be relatively low. Our policies, procedures and practices provide a framework to support and protect our workforce and mitigate risks associated with modern slavery. Additionally, all DHSV employees have a contract of employment and are governed by an Enterprise Agreement which stipulates the minimum terms and conditions of employment. Employment is determined by a merit-based recruitment and selection process, whereby only candidates with the required level of experience and qualifications are recommended for suitability to a vacant position. Finally, DHSV engages with recruitment agencies as part of the Victorian Government Staffing Services Contract.

## Reporting Criterion 4: describe the actions taken to assess and address risks of modern slavery

### Policy

DHSV have implemented a modern slavery framework which includes amendments to the DHSV Procurement Framework and Invitation to Supply suite of documents and the creation of a modern slavery risk assessment tool. This framework establishes DHSV's processes in respect to modern slavery and human trafficking concerns and provides DHSV staff with a toolkit when assessing and addressing modern slavery risks.

### Due diligence

During this reporting period the focus for DHSV's Procurement Team included the following initiatives:

- attended the HSV Modern Slavery community of learning sessions;
- incorporated the HSV Modern Slavery Risk Assessment Tool into the Invitation to Supply suite of documents for procurements with an estimated value of \$3,000,000 or above; and
- Worked with the HSV Modern Slavery Team to assess supplier's responses to modern slavery risk and identify appropriate commitments for inclusion in executed contracts.

### Contracts

DHSV applies the Modern Slavery Act requirements to procurements with an estimated value of \$3,000,000 (including GST), and above. In the fifth reporting period DHSV executed two contracts where this value threshold was reached.

#### Procurement 1- School Dental Program Water Bottles

Based on the supplier's response through the HSV Modern Slavery Risk Assessment Tool the supplier was categorised as low risk therefore commitments were not required in the executed contract. In part, due to the preferred supplier's culture which appears very inclusive of human rights with policies in-place to deal with modern slavery, and there are no allegations against them to date.

### Procurement 2 – Royal Dental Hospital Melbourne Ground Floor Remodel

Based on the supplier's response through the HSV Modern Slavery Risk Assessment Tool the supplier was categorised as low risk therefore commitments were not required in the executed contract. The underlying reasons behind this assessment included, the preferred supplier submits their modern slavery statement each financial year, their report is very comprehensive including training and policies to guide their suppliers and subcontractors, there are no allegations against them regarding modern slavery and this is a short-term contract for an 18-month period.

### **Training**

In the fifth reporting period DHSV continued to inform itself through the following actions:

- the procurement team attended HSV Modern Slavery Community of Learning sessions;
- the procurement team reviewed all guidance material issued by HSV;
- the procurement team provided advice, guidance, and support to DHSV staff members;
- procurement eLearn modules are completed by applicable staff members; and
- DHSV worked with the HSV Modern Slavery Team to assess supplier submissions.

### **Reporting Criterion 5: describe how the reporting entity assesses effectiveness of actions**

During this reporting period, DHSV assessed modern slavery risks in DHSV's operations, continued to self-inform by participating in HSV's Modern Slavery Community of Learning, reviewed HSV guiding material and kept abreast of HSV's risk mitigation actions.

At this stage, we are unable to objectively assess the effectiveness of measures undertaken thus far.

### **Reporting Criterion 6: describe the process of consultation with related entities**

Not applicable

### **Reporting Criterion 7: provide any other relevant information**

DHSV is committed to:

- enforcing effective systems and controls to reduce the risk of modern slavery
- ensuring there is transparency in its operations and approach to addressing modern slavery
- fostering open and transparent supplier relationships which encourages modern slavery reporting and meaningful change through remediation; and
- applying a continuous improvement approach to how it reports on the risk of modern slavery practices within our operations and supply chains

This statement covers 1 July 2023 to 30 June 2024 and has been approved by the Board of Dental Health Services Victoria at the Board meeting held on 28 November 2024.



Date: 28 Nov 2024

Signed on behalf of DHSV Board

by David Stevenson - Chairman