

HARE & FORBES MACHINERYHOUSE

Setting the standard for quality & value



Modern Slavery Statement 2022

Reporting Year: 1st July 2021 – 30th June 2022



A family
owned
Australian
business

ESTABLISHED 1930



www.machineryhouse.com.au



Introduction

Modern slavery is a growing global issue and Hare & Forbes Machineryhouse acknowledges our responsibility to identify, mitigate and manage these risks in our business operations and supply chain, as often these crimes are not easily visible.

Hare & Forbes Machineryhouse recognises that slavery and human trafficking can occur in many forms. These include but not limited to; *human trafficking, slavery, servitude, forced marriage, forced labour, debt bondage, deceptive recruiting for labour or services & child labour.*

This statement is made in accordance with Federal Government; *Modern Slavery Act 2018*, for the reporting period 1st July 2021 to 30th June 2022. It sets out the steps taken to identify, mitigate and manage modern slavery risks in our business operations and supply chains.

Hare & Forbes Machineryhouse is fully committed to operating responsibly, ethically and will not tolerate any forms of slavery or human trafficking within our business.

Approval of Statement

This Modern Slavery Statement has been approved by the Board of Directors on 23 November 2022 and signed by a director for and on behalf of the Board.

AHare

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Adam Hare

Director

Date 23th November 2022



1. Our Business

Hare & Forbes Machineryhouse is an Australian owned family business that has been supplying new and used workshop & engineering equipment since 1930. Foundation principles remain the same, to offer one of Australia's most extensive ranges of workshop machinery and machine tool accessories, at the best possible price.

With over 50,000 m² of showroom & warehouse facilities located in capital cities (Sydney, Brisbane, Melbourne, Perth, Auckland, Christchurch) we are one of the largest stockists & suppliers of machine tools, sheet metal and fabrication equipment in Australia & New Zealand.

Provide a Comprehensive range of services:

- Website – Online ordering, payment, delivery & tracking.
- Technical sales support team- assist with job application / product selection, demonstrations.
- Workshop - Own Quality Control systems incorporating batch testing & all larger machines are individually tested prior to delivery.
- Service Division – Technical after sales support, spare parts, warranty, onsite repairs using our own fleet of mobile Technicians in service vans.
- Other services - Machine set up, installation, delivery, training & finance.

All of which ensure long term partnerships & customer satisfaction.

Hare & Forbes has over 200 employees covering Australia & New Zealand.

Our staff are key to over 90 years of success, with many team members sharing 25 years + experience with our company. We understand the importance of respecting and improving human rights within all aspects of our business which we intend to continue for years to come.

Own Brands –

Built over generations to be well recognised in industry, representing quality & value.



2. Our Structure, Operation and Supply Chains.

Company Structure.

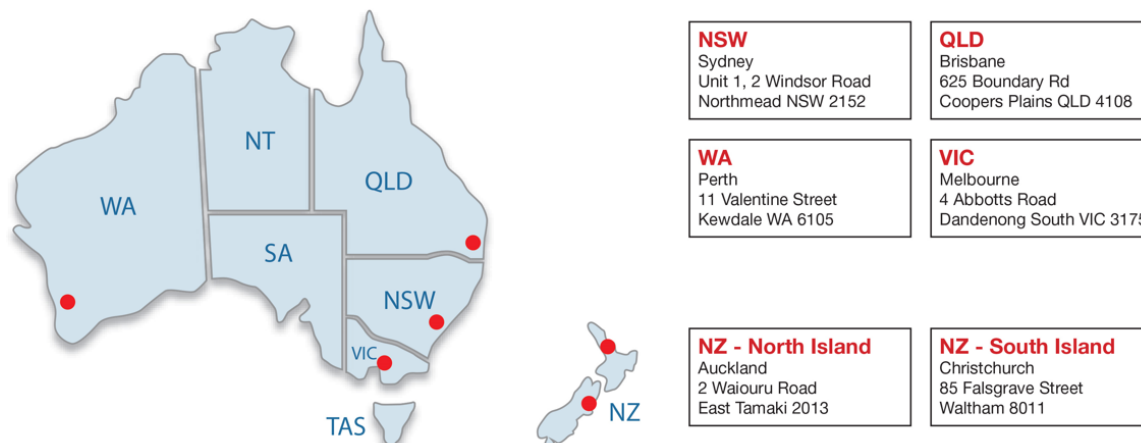
- Australia - Hare & Forbes Pty Ltd ACN: 000 286 957 ABN: 96 000 286 957
Trading as Hare & Forbes Machineryhouse
- New Zealand – Machinery House Pty Ltd. ACN: 085 230 860 ABN:18 085 230 860

These companies are privately owned by the Hare family trust.

Our Corporate Head Office is located at Unit ½ Windsor Rd, Northmead, NSW, Australia. All Corporate functions for both Australia and New Zealand are controlled and overseen by Head Office.

The map below shows our store locations.

BRANCH LOCATIONS



NSW
Sydney
Unit 1, 2 Windsor Road
Northmead NSW 2152

QLD
Brisbane
625 Boundary Rd
Coopers Plains QLD 4108

WA
Perth
11 Valentine Street
Kewdale WA 6105

VIC
Melbourne
4 Abbots Road
Dandenong South VIC 3175

NZ - North Island
Auckland
2 Waiouru Road
East Tamaki 2013

NZ - South Island
Christchurch
85 Falsgrave Street
Waltham 8011

This statement covers the activities of Hare & Forbes Pty Ltd trading as Hare & Forbes Machineryhouse, & our NZ company Machinery House Pty Ltd.

Machinery House Pty Ltd (NZ) company was first registered in 2007. All aspects of its operation & supply chain are covered within this modern slavery statement.

Our Australian operation mainly consists of;

- Procurement of products including from overseas factories & suppliers for our local clients.
- Sales and marketing of our company's products including new and used workshop and engineering equipment.
- Quality control, warehousing and distribution of our products before placing on the market.
- After sales services & technical support.

3. Potential risks in our operations and supply chains.

In our first reporting year 2021, a committee was formed including (Purchasing Officers, CEO, Human Resources, Managers & Directors) to review & address all aspects of Modern Slavery. The committee consisting of the same members, assess this year's potential risk of Modern Slavery within our operations & supply chain.

The process involved considering risks that may possibly cause, contribute and/ or be directly linked to modern slavery practices, in accordance with the Australia Commonwealth Modern Slavery Act 2018 Guidance document.

This year's Risk Assessment took into consideration any changes or additions to our existing Supply chain. Also, other factors such as; sector, industry, types of products, geographic location & over 40 years of knowledge visiting these factories.

- Global Slavery Index – was used to help identify higher risk countries.
- US Department of Labour's List of Goods – used to determine high risk goods.

Risk Assessment – From this we were able to identify & grade each product & service across our operations & supply chain.

Employees of Australian & New Zealand Operations covered by local legislation & internal policies, remain identified as Low Risk. Other products sourced locally, such as uniforms & technology products which are not in our direct control but are identified as potential risk.

The higher risk of Modern Slavery would potentially come from our supply chain, from suppliers located in those higher risk regions, especially their sub-factories who are less visible.

Therefore, the year ahead we will continue to focus our resources on suppliers from Higher Risk regions within our direct control. We believe this method will have the largest influence & impact.

4. Addressing the risk of modern slavery practices.

As we have determined our focus will be on those higher risk regions from our supply chain.

Factory Visits – Frequent visits to our Tier 1 factories will continue “with the exception of Covid travel restrictions” by our purchasing team. These visits give a firsthand insight into human rights treatment & potential modern slavery risks within these factories which can later be reported back to the committee.

As part of our due diligence to assist, identify, prevent, mitigate & remove potential adverse human rights & modern slavery within our operation & supply chain. The below new & existing policies have been developed & formalised.

Completed Policies.

- Supplier Code of Conduct – Available in 3 x languages (English, Mandarin, Turkish).
- Supplier Statement Engagement letter – to be signed by suppliers confirming agree & to Supplier Code of Conduct. This document is to be stored by Hare & Forbes Machineryhouse.

New Policies.

For the year ahead;

- Factory Visit Report.
This report will assist our Purchasing Team, identify, assess & report back any potential areas of Modern Slavery when visiting factories within our supply chain.
- All New Suppliers are to agree & sign Supplier Statement of Engagement letter.
- Education of Procurement staff – A Education program will be developed to assist educate & help identify our imports team of any potential risks of Modern Slavery.

Hare & Forbes Machineryhouse will continue educating staff & suppliers to ensure human rights are understood, respected, and upheld within our organisation & supply chain.

As we expect our partners and stakeholders to adhere to the same ethical standards which have been formalised & to work together to fulfil this common goal.

Should any supplier or supply chain be identified with any form of Modern Slavery, communication with that supplier will commence seeking what remedial action will be undertaken to reduce or eliminate the risk(s)

Should a supplier fail to implement processes to remediate or eliminate the risk(s) to Hare & Forbes Machineryhouse satisfaction, Hare & Forbes Machineryhouse may cease dealing with that supplier until such time as appropriate actions have been taken.

5. Measuring Effectiveness

Modern Slavery is a complex issue that presents a challenge for all companies in terms of providing credible measurements as to their effectiveness in addressing modern slavery risk.

Hare & Forbes Machineryhouse are of the understanding policies such as; *Supplier Code of Conduct & Supplier engagement letters*, are only effective if monitored and enforced.

To assist with the monitoring process, a custom database system has been built enabling monitoring, reporting & storage of Suppliers Engagement letters. This project took up a large portion of last year's resources but will a useful tool in years to come.

As this is our second statement, below are the measurable results of the year past.

Year in Review.

New policies developed & sent to a selection of factories from those higher risk countries (India, Turkey, China).

- Supplier Code of Conduct. Informing of our expectations regarding human rights & code of conduct
- Supplier Code of Conduct & Engagement Letter to be signed & returned letter.

Result – 100% positive feedback from all factories.

- Education Program – We have received positive feedback from staff commenting on a better understanding of the different forms of modern slavery, through our internal education program.

The year ahead.

Supply Chain –

Increasing our focus by an additional 50%, targeting further Tier 1 factories within our direct control located from these higher risk regions.

- Continue to Education & expand formal signing of Supplier Engagement letters.

- Continue to build on our relationships with our suppliers & factories.
- Store & monitor factory reports received from the purchasing team as they visit factories on their ongoing factory visits.
- Continue & expand our staff education program.

6. Consultation Process

This Statement was prepared in head office by the members of the H&F committee comprising of (Purchasing Officers, CEO, Human Resources, Managers & Directors) aimed to address all aspects of Modern Slavery & in compliance with the *Modern Slavery Act 2018*.

7. Additional relevant Information.

All required information has been sufficiently supplied, covering all seven mandatory criteria.

Education and Awareness Raising.

Hare & Forbes Machineryhouse will continue with our education program for all staff to ensure that our compliance with the Modern Slavery Act plays a key role in our day-to-day operations.

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