



MODERN SLAVERY STATEMENT
FOR THE REPORTING PERIOD
1 JANUARY 2020 TO 31 DECEMBER 2020
(FINANCIAL YEAR 2020)

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A MESSAGE FROM THE MANAGING DIRECTOR AND THE DEPUTY MANAGING DIRECTOR

On behalf of the Board of Directors and the Executive team at Pacific Asia Express (PAE), we are exceptionally proud to present our Modern Slavery Statement in line with the Modern Slavery Act 2018, for the financial year ending 31 December 2020.

WE STRONGLY BELIEVE THAT OUR COMMITMENT TO ACT ETHICALLY, HONESTLY, AND BE RESPECTFUL OF THE RIGHTS OF OTHERS, HAS UNDERPINNED OUR SUCCESS SINCE WE WELCOMED OUR FIRST CUSTOMERS IN 1990.

Our company values are what continue to drive us to learn and develop in every aspect of our business dealings.

This Modern Slavery Statement represents our commitment to doing business in a way that places the greatest value on human rights and dignity, ahead of profits.

This reporting period has presented our business with both challenges and opportunities, as we reflect on who we aspire to be, and the standards we should expect from our business partners.

WE ARE EXCITED BY THE OPPORTUNITY TO BE A POSITIVE INFLUENCE IN OUR INDUSTRY, AND WHOLEHEARTEDLY ACCEPT THIS CHALLENGE.



A handwritten signature in black ink that reads "Barry Misiurak".

Barry Misiurak
Managing Director



A handwritten signature in black ink that reads "Andrew Maguire".

Andrew Maguire
Deputy Managing Director

This statement has been reviewed and approved by the Board of Directors on 30 June 2021.

PURPOSE OF THE STATEMENT

Pacific Asia Express (PAE) recognises our responsibility to understand and respect the human rights of all people without any discrimination and are committed to preventing and addressing any risks of adverse human rights impact linked to our operations and supply chain. As part of our commitment to supporting human rights, we take a stand against modern slavery, and we are committed to working with all our stakeholders to reduce and eradicate the practice of modern slavery and human trafficking.

This Modern Slavery Statement, made pursuant to the Australian Modern Slavery Act 2018 (the Act), aims to articulate the risks of Modern Slavery within PAE's operations and supply chains, and the steps we have taken, and will take in subsequent reporting periods, to manage and address these risks.

Our Modern Slavery Statement has been prepared in accordance with the mandatory reporting criteria required by the Act, being:

- A description of PAE entity and its structure,
- An outline of our operations and supply chains,
- An assessment of the potential modern slavery risks in those operations and supply chains,
- Actions taken to assess and address those risks in the reporting period,
- Assessment of the effectiveness of such actions and future steps, and
- A description of the process of consultation with the entities owned and controlled by PAE in preparing this Modern Slavery Statement.

UNDERSTANDING MODERN SLAVERY

Modern slavery describes situations where perpetrators use coercion, threats or deception to exploit victims and undermine their personal freedoms. Practices that constitute modern slavery can include human trafficking, slavery, servitude, forced labour, debt bondage, forced marriage and the worst forms of child labour. It does not include practices such as substandard working conditions or underpayment of workers, although these practices are also harmful and may be present in some situations of modern slavery.

Modern slavery can occur in every industry and sector and has severe consequences for victims. Modern slavery also distorts global markets, undercuts responsible businesses, and can pose significant legal and reputational risks to entities.



Entities have a responsibility to respect human rights in their operations and supply chains, as outlined in the [United Nations Guiding Principles on Business and Human Rights](#). This includes taking steps to assess and address modern slavery risks.

PAE acknowledges that as a leading shipping agency and logistics provider, it also has a major role to play in combating modern slavery. By committing to take action in combating modern slavery across our operations and supply chains, PAE will protect

against harm to our business and our clients' businesses and will improve the integrity and quality of our respective supply chains.

The Australian Government is taking a global leadership role in combating modern slavery. There is no place for modern slavery in the Australian community or in the global supply chains of Australian goods and services.

OUR STRUCTURE AND OPERATIONS

Pacific Asia Express Pty Ltd (ACN 051 866 409) (PAE) is an independent Shipping Agency and Logistics Company. PAE employs over 80 people working out of our offices which are located in most major Australian port cities, including Darwin and Townsville.



PAE acts as the local Shipping Agent for the following major Shipping lines: Pacific International Lines (PIL), Mariana Express (MELL) and Toyofuji Shipping (TFS). In acting as the local agent of PIL, MELL and TFS, PAE engages with and utilises suppliers that are contractually engaged by PIL, MELL and TFS.

PAE operations involve the management of over 100 monthly port calls around Australia, comprising of Container Ships, Multi-Purpose and RORO vessels, catering for refrigerated containerised cargo, car transportation, break bulk as well as general and project cargo.

PAE shares many business resources such as Human Resources, Information Technology, Finance, Purchasing, and Risk and Compliance with AAW Global Logistics Pty Ltd (AAW), another reporting entity under the Modern Slavery Act, such that many elements of this statement are similar to AAW's statement lodged on 31 March 2021.

PAE outsources a small percentage of our operations and accounting functions to an offshore team operating in the Philippines.

OUR PEOPLE

PAE employs over 80 people across Australia. As noted above, PAE shares business resources (including the services of some employees) with AAW. We continuously strive to attract and retain highly skilled staff through a commitment to support personal growth and professional development. In 2020, we extended our support for balanced work and family life conditions by updating our Flexibility at Work Policy. The initiative builds on our commitment to staff retention, delivered by a focus on well-being, diversity inclusion and a strategy to put our people first.



As an employer, PAE takes all necessary steps to ensure that new team members are suitably qualified and permitted to work in Australia. Remuneration is set giving consideration to the skills and experience required to perform a role safely, is bench-marked against current market salary data and applicable Modern Awards and which considers parity with colleagues performing the same or similar

role. Salaries are reviewed annually to ensure employees continue to be remunerated fairly and appropriately for their time and efforts, as well as their skills development.

PAE has established relationships with a number of Australian tertiary institutions, periodically offering internships to students, and has historically provided work experience to high school students. In these circumstances, students are engaged under the terms and conditions set by their university or the relevant Educational Department. Interns who are observing and learning as part of a student or vocational placement are ordinarily not paid, however interns who are undertaking productive work and delivering a commercial benefit are remunerated, consistent with Australia's workplace laws.

OUR SUPPLY CHAIN

As a Shipping Agency and Logistics Company, we have established business relationships with our suppliers in order to provide our customers with access to the highest levels of service and efficiency in the transit of their goods.

At PAE, we understand the importance of human rights and dignity, and are committed to working with likeminded businesses, so that we do not intentionally contribute to modern slavery as we carry out our role as a player in the international supply chain.

PAE's supply chains include:

- Services that contribute to its operations such as the cleaning, catering, security, office equipment maintenance, utilities, IT, telecommunication that service PAE's offices. These service providers are located almost exclusively in Australia.
- Services that contribute to the services PAE offers its clients, including stevedoring companies, sea pilots, tug operators, seaports, trucking companies, storage and logistics companies. 98.43 % of our suppliers are based in Australia. Our small number of overseas suppliers are based in Malaysia and Philippines and provide container maintenance, transportation, and administration support services.
- Suppliers of goods to PAE that are not for resale to our clients, such as suppliers of equipment, packaging materials, office stationery, PPE, promotional products. These suppliers are located in Australia.
- Suppliers of professional services to PAE that are not for resale to our clients, such as suppliers of education and training, consulting and financial services. These suppliers are located in Australia.
- Freight forwarders and transportation companies, from which 100% are based in Australia to manage the importation and exportation of our customers' products to and from Australia for the company.

RISKS OF MODERN SLAVERY IN OUR OPERATIONS

OPERATIONS RISKS

PAE's operations are based in Australia, where there is less of a geographic risk of modern slavery. We do acknowledge that modern slavery does occur in Australia, particularly in relation to vulnerable workers, migrants and/or workers in low-skill positions or in casualised or insecure forms of work. PAE outsources a small percentage of our operations and accounting functions to the Philippines, which has a high geographic risk of modern slavery according to the Global Slavery Index. Our outsourced operation in the Philippines provides PAE with entry level clerical services. PAE's operations in the Philippines are not in an industry identified by the Global Slavery Index as being at risk of modern slavery, however PAE is cognisant of the elevated risks in this aspect of our operations. PAE conducts visits to the Philippine office twice a year on average, which enables us to observe workplace conditions.

LABOUR RISKS

PAE engages workers as permanent full time and part time, temporary and casual employees. Our employees are based in Australia and perform office duties. In relation to our operations in Australia:

- All permanent staff are employed on individual contracts with a Guarantee of Annual Earnings in line with Modern Award requirements, and
- Less than 1% of our employees are engaged on a casual basis.



Whilst we do acknowledge that modern slavery can occur in Australia, 100% of our employees are professional skilled workers, which reduces the risks of modern slavery. PAE executes an annual salary audit to monitor compliance with employment agreements and ensure all staff are receiving above the National Minimum Wage.

RECRUITMENT

In relation to deceptive recruitment practices, we acknowledge that modern slavery risks are prevalent in this area, even in Australia.

PAE does engage workers through labour hire agencies, but only through agencies who hold a relevant licence in their State/Territory of operation. Workers engaged through labour hire agencies perform administrative support work for PAE. The entitlements for all temporary recruitment / labour hire appointments are confirmed in writing, regardless of the type of work an individual is engaged to undertake. During the reporting period, temporary recruitment for skilled IT support was required to assist with establishing remote working for our employees due to the impact of the COVID-19 Pandemic. In this instance, PAE engaged a single recruitment agency with multiple offices across Australia, to ensure our recruitment partnership requirements and candidate care expectations, were consistently met.

From time to time, PAE will engage recruitment agency services to assist with permanent appointments. Recruitment agencies engaged by PAE are members of Australian recruitment industry associations, such as corporate AHRI and RCSA memberships. Whilst we recognise the inherent risks of outsourcing recruitment, the salary and conditions of all permanent appointments is set and maintained by PAE. Further, such agencies are predominantly engaged for highly skilled or senior recruitment.

RISKS OF MODERN SLAVERY IN OUR SUPPLY CHAINS

PAE utilises cleaning, catering and security services for our Australian offices through contracting arrangements with companies who supply these services. Whilst the persons who undertake the work are based in Australia, PAE acknowledges that these industries have a higher risk of modern slavery.

PAE will undertake a review and consider the contractual arrangements with these services in subsequent reporting periods to ensure there are adequate protections for workers.

PAE utilises IT support services through a contracting arrangement with companies who supply these services. While the companies we engage are based in Australia, their workers might be in a location outside of Australia, which could be a geographical risk of modern slavery. PAE does not have much visibility over this supply chain, and this will be investigated more thoroughly in subsequent reporting periods.

PAE procures giftware promotional products, office supplies and uniforms which may be manufactured in various locations outside Australia, however they are purchased locally in Australia and from reputable office supplies stores and promotional merchandising suppliers. PAE does not have much visibility over this supply chain, however noting that supply chains related to uniforms and branded products may have a high risk of modern slavery, these supply chains will be investigated more thoroughly in subsequent reporting periods and subject to an Ethical Sourcing Policy.



PAE engages the following Australian service providers:

- stevedoring companies to manage loading and unloading of general and containerised cargo,
- sea pilots to manage safe passage of our principals' ships,
- tug operators to manage towage and marine related services,
- seaports as a place to unload or load goods from a vessel,
- trucking companies to transport goods from and to ports, and
- storage and logistics companies for safe storing of goods for its clients.

As 99% of PAE's total expenditure in relation to the above supply chains is paid to companies based in Australia, where strong regulation and good business governance prevail, the overall risk of modern slavery in the first tier of PAE's supply chain is considered to be relatively low (tier 1 suppliers are those that deal directly with PAE). These tier 1 suppliers are also not in industries identified to be at risk of modern slavery in Australia. However, many of those suppliers are likely to source goods and services from higher risk jurisdictions, and we are continuing to develop an understanding of our supply chain in order to identify those risks.

In Australia, many workers in the maritime transport industry, including stevedores and port workers, are union members, which facilitates collective bargaining in relation to workplace issues, and reduces the risks of modern slavery occurring in Australia in these professions.

Sea pilots are professional, highly skilled workers, and therefore PAE assesses the risks of modern slavery to be low in relation to this supply chain in Australia.

Many of our largest suppliers in this space are themselves reporting entities under the Modern Slavery Act or have issued their own publicly available statements with respect to modern slavery. PAE will monitor these reports, and the risks of modern slavery disclosed in such reports, in future reporting periods to assess modern slavery risks in these supply chains, and the work that is being undertaken by these suppliers to address those risks.

PAE acknowledges that, as a link of the global supply chain network, our supply chains are lengthy, and we have limited visibility and minimal ability to exert control, particularly in circumstances where key suppliers are far larger than PAE. Some of these larger suppliers have made public commitments regarding human rights and modern slavery, and many are likely to be reporting entities under the Act. Notwithstanding this, in future PAE will endeavour to leverage its longstanding business relationships with larger entities in this industry with a view to encouraging a similar focus on modern slavery.

We have prioritised the risk review of Tier 1 suppliers for this reporting period and are committed to working with our Tier 1 suppliers to assess and address risks of modern slavery further down our supply chains in subsequent periods. This process will be targeted initially at offshore processing services providers, and our key suppliers as we have identified that these supply chains might carry the greatest risk of modern slavery. PAE believes it has the ability to have an impact on these suppliers and effect change.

OUR ACTIONS

POLICY AND STANDARDS

PAE has taken steps to ensure modern slavery is not taking place within our business and supply chain through the implementation of policies and procedures. PAE is presently reviewing and updating its policies and procedures to be reported in our next Modern Slavery Statement.

RECRUITMENT

During the reporting period, PAE has continued its practice of engaging recruitment providers and employment agencies predominantly in relation to filling permanent senior or specialist roles. Engagement of recruitment agencies requires prior approval from the Commercial Director (expense approval) or above. Agency selection and this commercial relationship is approved and managed by the Senior HR Business Partner.

By limiting the use of recruitment agencies to fill permanent senior, specialist and difficult-to-fill roles that are well remunerated and skilled, this reduces the risk of PAE contributing to modern slavery in its operations through deceptive recruitment practices on the part of recruitment agents.

With regards to labour hire, in the reporting period PAE's use of labour hire was limited to skilled IT support, which was required to assist with establishing remote working for our employees due to the impact of the COVID-19 Pandemic. As noted above, PAE engaged a single agency with multiple offices across Australia for this, to ensure our recruitment partnership requirements and candidate care expectations were consistently met. PAE uses licenced labour hire providers in jurisdictions with this requirement.

SITE VISITS TO OUTSOURCED TEAM IN PHILIPPINES

We conduct regular site visits to our outsourced operations in the Philippines for office inspection, meetings with management, training and social activities. The visits planned for May and December 2020 were cancelled due to COVID-19. PAE engaged with the provider of these outsourced operations during the pandemic in order to obtain regular updates as to the safety and wellbeing of the workers.

EMPLOYEE HANDBOOK

We review and revise our employment handbook annually, which consists of standards, policies and expectation of employees, in compliance with Australian labour regulations. The handbook is a valuable tool used to develop, strengthen and change the culture of our organisation and reflects our focus on promotion and protection of human rights based on principles of dignity, equality and mutual respect.

The Employee Handbook will be updated in subsequent reporting periods to include information about modern slavery, and PAE’s commitment to addressing the risks of modern slavery in its operations and supply chains.

LEARNING AND DEVELOPMENT POLICY

In 2020, PAE reviewed and reaffirmed commitment to continuous learning and development of our staff, with the implementation of a new policy to empower managers and their respective teams to take greater control of their individual professional development. The driving forces behind this new policy were to enable staff to adapt to the changing needs of our clients and update their skills should we be unable to continue their employment through this difficult period.

BULLYING AND HARASSMENT POLICY

PAE is committed to preventing bullying and harassment and has implemented policies that reflect the company’s commitment to provide a safe and healthy work environment. Workplace bullying and harassment will not be tolerated under any conditions.

WHISTLEBLOWER PROTECTIONS POLICY

We are committed to promoting a culture of open and honest communication, corporate compliance and governance. As part of that commitment, PAE has developed a Whistleblower Protections Policy, which serves as a grievance mechanism through which people within and outside our business can register concerns or file reports about any suspected misconduct or an improper state of affairs including unethical, illegal or other inappropriate conduct. The Policy has been made available to all staff via our intranet, and to the general public via our website. We did not receive a Whistleblower report during the reporting period. While our Whistleblower Protection Policy covers offences against laws of the Commonwealth punishable by imprisonment of 12 months or more, which would include modern slavery offences, we are working at updating the policy so as to include more explicit references to modern slavery, and make it more accessible to the community and the employees of our suppliers (and their suppliers) for the purpose of reporting modern slavery risks or concerns directly to PAE so that they can be addressed and remedied.

DUE DILIGENCE

As part of our commitment to maintain PAE’s ethics and integrity in business practices, we monitor and review our internal processes and policies.



We have developed responsible recruitment practices involving strict pre-employment checks for all employees such as conducting background checks, employment history, and confirmation of appropriate work rights.

We engage reputable labour hire agencies and prior to engagement we identify the type of work to be outsourced, check against relevant Awards, and ensure individuals are remunerated in line with the relevant Award; where the Award is not applicable, we review current market rates to ensure individuals are paid a competitive rate when compared to their peers.

EFFECTIVENESS OF OUR ACTIONS

PAE is fully committed to upholding the Modern Slavery Act to combat modern slavery. We acknowledge the challenges associated with measuring the effectiveness of our actions, however we are fully committed to continuous improvement.

In relation to repatriation of seafarers, PAE has had success in the reporting period in facilitating international crew changes during the pandemic, in order to address the elevated risks of modern slavery (with respect to the limitations on the ability of international seafarers to cease work and return home freely as a result of international border closures) in our operations and supply chains as a result of the pandemic. PAE identified the risks that governmental directives placed on the wellbeing of seafarers within our operations and supply chains, and the elevated risks of modern slavery, and worked with stakeholders to address those risks, and facilitate the repatriation of 30 - 40 seafarers in a COVID-Safe manner during the reporting period. This is discussed in more detail below. We have commenced a risk-based approach to assess the risks of modern slavery by reviewing our business operations, our procurement practices and reviewing our Tier 1 Suppliers.



We regularly review and update policies relating to Equal Employment, Bullying & Harassment, Health & Safety, and disciplinary action.

We regularly review our grievance mechanism and our response process to grievances.

Since the end of the reporting period, we have engaged and consulted with experts in the field to understand our obligations, implement strategies to assess and address risks of modern slavery and also assess the effectiveness of our actions.

PAE is presently developing Key Performance Indicators and a two-year plan to enable a more comprehensive review in subsequent periods, detailing how effective PAE has been in addressing modern slavery risks within operations and supply chains.

DURING COVID

As the effects of COVID19 began to be realised in Australia, PAE took swift action to develop a Crisis Management Team consisting of senior leaders within the business. Their brief was twofold: to ensure our people were safe, while ensuring business continuity. To this end, a program was put in place to ensure all employees, including casual employees, were fully equipped to work from home, even before public health orders mandated this. PAE also worked closely with our offshore partners based in the Philippines to support and facilitate their shift to a remote working model. We also recognised that for some of our employees, particularly those new to the business and those with minimal sick leave accrual, there might be decision between taking care of their own health needs or earning a living. As such, we implemented a Paid Pandemic Leave Policy in March 2020, for all staff including casuals with pre-agreed work commitments, providing 10 days of paid leave should they or a member of their family require care, become sick with the virus, but have insufficient leave available.

PAE has assisted vessel owner/operators by way of facilitating crew changes and repatriation of seafarers during the pandemic, in accordance with the Covid-19 restrictions and protocols imposed by government. Despite the above measures taken, COVID-19 had a significant impact to our operations, disrupting plans to assess and address modern slavery risks for the reporting period.



We have set out below some of the biggest impacts of the pandemic on PAE and its operations and supply chains:

- All employees in Australia have worked from home for periods of time as per government directives since March 2020.
- PAE's planned efforts to assess and address modern slavery have been delayed, including:
 - the development and implementation of supplier audits and additional policies and procedures.
 - internal training on modern slavery for all staff; and
 - the review of our contractual arrangements to address modern slavery.
- Modern slavery risks associated with our international transport supply chains have been exacerbated by the COVID-19 Pandemic. As a result of the pandemic, the disruption to international trade and transport and the imposition of border control and quarantines by the international community have resulted in issues with repatriation of seafarers and with the voyage limits on seafarers being exceeded, elevating the risk of modern slavery in this key supply chain.
- Planned visits to the office in the Philippines (and reciprocal visits by Filipino staff to PAE's Australian offices) were not able to take place.
- Culture and Pulse surveys of our employees that were planned to take place in 2020 were postponed as a result of the pandemic. This program will be revisited in 2021-2022 with a view to solicit anonymous feedback from our workers to assist PAE to be able to identify and address risks of harassment, coercion, bullying, control, or exploitation.



COVID Safe Crew Change

The COVID-19 pandemic has put seafarers around the world in unsafe situations. Travel restrictions, border closures and State directives restricting the disembarkation of vessels crews while in port severely hampered the facilitation of vessel crew changes.

Due to COVID-19, maritime crew around the world were facing prolonged stays on vessels depriving them of the opportunity to take leave and return home. Under the Maritime Labour Convention, the normal maximum period that a seafarer can serve aboard a vessel without leave is 11 months. In Australia, due to the COVID-19 travel restrictions and border closures, The Australian Maritime Safety Authority (AMSA) allowed for interim exemptions from this rule to keep the trade moving. Extended stays on board cargo ships have a detrimental impact of the crew members' mental health and wellbeing, and the UN referred to the limitations being imposed by governments on crew changes, and the resulting impact on crew members, as a humanitarian crisis.

PAE has an established team of senior operations personnel that manage crew changes in Australia. Arranging crew changes is a regular occurrence in Australia requiring this team to engage with local Health Authorities, Border Control and Port bodies to arrange the crew changes in a safe and compliant manner. Arranging quarantine accommodation, PCR testing, PPE and local transportation and flights is routinely required for these crew changes.

Southern Moana crew change

In September 2020, there was a requirement to arrange the repatriation of 5 crew members from the vessel Southern Moana. These crew members had been at sea for between 9 and 10 months. Due to travel restrictions, the plan was to transfer these crew in Melbourne to another vessel, the Kota Layar, that was enroute to Singapore where the crew could disembark and travel home on leave. Even though the transfer of the crew was being arranged by launch and with minimum land contact, the application for the crew change was rejected by the Department of Health & Human Services (DHHS) due to the restrictive nature of the State regulations governing crew changes.

The team in charge of the transfer worked with the local DHHS representatives, AMSA and also called on assistance from Shipping Australia, the peak shipping body representing shipping lines in Australia, to find an acceptable solution and allay and concerns of DHHS of the risk associated with the crew change. The approval was eventually granted, and the crew change was executed in a successful and safe way and witnessed by a DHHS representative.

By engaging with all stakeholders in a collaborative and professional manner, keeping the welfare of the crew members a primary concern for PAE, this complex crew change was arranged within the tight Government guidelines and regulatory restrictions brought on by the COVID-19 pandemic.

CONSULTATION

This statement is for PAE and does not cover any other entity.

PAE is managed with well-structured policies and procedures that are designed to be applied across all functional areas of our business. In accordance with this model, our consultation process included engagement with our Modern Slavery working group which includes representatives from Finance, Human Resources, Trade, Operations and Risk and Compliance. During FY20, meetings were held with PAE's Senior Leadership Group, and the following was discussed:

- overview of the Act and Modern Slavery Statement,
- details of the reporting requirements,
- information regarding the working group involved in identifying and addressing risks,
- commitment to cooperation with the working group,
- actions to take and actions taken to date and explanation how the anti - modern slavery initiative will promote aspirational and organisational change, and
- this Statement has also been approved by PAE's Senior Leadership Group.



CONTINUOUS IMPROVEMENT

PAE is committed to continuously improve our approach to reduce the risk of modern slavery practices within our supply chains and operations and has set the following priorities for FY21:

- Existing Policy Framework Review.
- Implementation of Procurement Policy and Ethical Sourcing Policy and Code of Conduct for Suppliers Policy.
- Implementation of procurement procedure that will include supplier risk assessment and surveys, development of preferred supplier list.
- Deliver modern slavery training to all our staff to raise awareness.
- Continue to drive enhanced compliance with workplace rights including pre-employment due diligence and labour hire management.
- Review of existing agreements and seek to include Modern Slavery clauses.
- Publish Modern Slavery Statement by 30th of June each year outlining the steps we have taken to address modern slavery risks.



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