



## Great Science. Great Service

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## ENVIROLAB GROUP VOLUNTARY MODERN SLAVERY STATEMENT

### For Reporting Period 2019 – 2020 Australian Financial Year

This voluntary Modern Slavery Statement is a joint statement – incorporating the entities below.

The four Envirolab Shareholders, led by the CEO and sole director, have endorsed this statement.

Envirolab Group has addressed the seven mandatory criteria necessary for every statement.

#### • The reporting entity

**Envirolab Group** Pty Ltd (ACN 134 580 037), incorporating **Envirolab Services** (ABN: 37 112 535 645), **Envirolab Services (WA) t/a MPL Laboratories** (ABN: 53 140 099 207) and **Envirolab Services (NZ) t/a LABTEC** (NZBN:9429046179906) is a privately-owned Australian Laboratory group. Our head office is the Sydney Laboratory.

Our Laboratories are located in Sydney, Melbourne, Perth and Auckland. We also have offices in Brisbane, Adelaide and Darwin.

Our business is the analysis of soils, waters, biota, materials, air and products for a range of chemical and biological tests.

#### • The reporting entity's structure, operations and supply chains

Envirolab Group is a privately-owned laboratory group, with the four shareholders (CEO, Group Commercial Manager, Chief Administration Manager & Group Operations Manager) all based in the Sydney Laboratory.

We have a total staff of approximately 200 - primarily full time tertiary qualified scientists. Some staff, also qualified scientists, work on a part-time or casual basis. The remaining staff are mainly in our administration areas including our CFO, accountants, HR, IT and reception. We also have a small number of unqualified staff (eg warehouse staff) and several local high school students and University students who have after school/Uni jobs.

Operationally, Envirolab Group aims to service the Environmental, Occupational Hygiene and Agricultural industries including Environmental Consultants, Local, State and Commonwealth Government, Mines, Utilities, Industry, other laboratories and members of the public by providing a high quality testing facility primarily focussed on testing contamination in the environment, products, workplace exposure and hazardous materials.

Our supply chain is not complex. We deal mainly with high tech scientific companies. Our top five suppliers based on spend are listed below, and each of these suppliers has a zero tolerance for slavery and publicly available Modern Slavery Statement on their web sites.

1. A Scientific instrument manufacturer - USA
2. An industrial Gas supplier - Australia
3. A Scientific instrument manufacturer - Japan
4. A Scientific Consumables supplier – Australia/USA
5. A Global Transport Company – Australia/Germany

Our next largest suppliers based on spend include the following companies that do not have Modern Slavery Statements available:

6. A Laboratory software company - USA
7. An insurance broker (covering several insurance policies) - Australia
8. Our Perth Lab landlord (a small family trust) - Australia
9. Our Electricity & Gas suppliers (several) - Australia
10. A mix of other Laboratory product companies – Various – Australia/Europe/USA/NZ/China

All our supply chain (as listed above) are from developed countries. Due to the nature of our business (high tech science), we do not have suppliers based in high risk countries.

Our relationship with these suppliers above are long term, stable relationships. The top five suppliers have been our key suppliers since we established 15 years ago.

We have conducted a Slavery Risk Assessment on our top 10 suppliers, and all have been deemed Low Risk.

**• Describe the risks of modern slavery practices in the operations and supply chains of the reporting entity and any entities it owns or controls**

Envirolab Group has zero risk within our own operations. As a small Australian operation of only 200 staff, our management (company owners) know every staff member individually. We have a full time HR Manager who assesses every new applicant and keeps up to date with changes in legislation to ensure we pay correctly. A benchmarking exercise revealed that we are paying above award wage for our staff.

Envirolab Group has deemed the chance of Modern Slavery Risks within our Supply Chain as 'low risk'. As stated above, our top 5 suppliers by dollar spend already have Modern Slavery Statements.

The remainder of our supply chain has also been classified as 'low risk' – all being professional organisations that are headquartered in developed countries, supplying low risk goods or services.

We have recently updated our Purchasing Procedure to ensure it is linked to our Modern Slavery Statement. The new Purchasing Procedure includes International Sanctions.

**• describe the actions taken by the reporting entity and any entities it owns or controls to assess and address these risks, including due diligence and remediation processes**

Envirolab Group has conducted due diligence on our top suppliers.

For the top 5 suppliers, we have deemed it sufficient that they have a Modern Slavery Statement on their web site. This indicates to us that these suppliers are aware of their obligations and have taken actions to address any risks. These suppliers are also from low risk countries – Australia, Japan, USA & Germany.

For suppliers 6-10 by spend, we have also conducted a risk assessment and deemed these suppliers low risk. Four are professional organisations, providing insurance, power, a software program and various laboratory supplies. The last is a private family trust who are our landlords.

Envirolab has also published a Modern Slavery Statement, which can be found on our web site <https://www.envirolab.com.au/modern-slavery-policy>

• describe how the reporting entity assesses the effectiveness of these actions

Envirolab will conduct a yearly risk assessment on our top suppliers – to monitor for any changes.

Envirolab requires all new staff to undertake a training course on Modern Slavery during their induction via an on-line training company ELMO. All existing staff have undertaken this mandatory course, and they will also conduct a yearly refresher.

• describe the process of consultation with any entities the reporting entity owns or controls (a joint statement must also describe consultation with the entity giving the statement),

All Envirolab Group entities fall under the same Quality Management System and are managed by the same Executive Managers.

The Envirolab Modern Slavery Policy has been distributed to all staff via our Quality System. Our Quality System is certified to ISO 17025. These entities are:

Envirolab Services, Envirolab Services WA – t/a MPL Laboratories, Envirolab Services NZ – t/a LABTEC

All staff have undertaken Modern Slavery on-line training via the ELMO training module.

The Envirolab Purchasing Procedure has been re-written to incorporate Modern Slavery, all staff are required to read and sign off on any new procedure.

The four Envirolab Shareholders, led by the CEO and sole director, have endorsed this statement. It was approved 2<sup>nd</sup> December 2019 at a group Management Meeting.

• provide any other relevant information.

Envirolab strives for continuous improvement. Over the next year we intend to conduct more staff training and continue to ask questions of our suppliers. This will help to educate some of our smaller suppliers.

Our provided attachments include:

Appendix 1: Envirolab Supplier Statements

Appendix 2: Envirolab Risk Assessment

Appendix 3: Envirolab Slavery Policy

Enquires can be made to David Springer (Group Commercial Manager) or Tania Notaras (CEO).

Approved 2<sup>nd</sup> December 2020 by:

*Tania Notaras*

CEO & Sole Director