

# Catholic Schools NSW Modern Slavery Policy

#### Document Version Control

Version	Date	Description
1.0	7 December 2022	Final

#### Document Authorisation

Name	Signature	Date
Board	By resolution	7 December 2022

#### Document Review Process

Name	Comment	Date
Chief Legal and Risk Officer	Triennial review	7 December 2025

#### Policy Ownership

The Chief Legal and Risk Officer is responsible for the development and update of this policy.

#### Policy Application

This Policy is subject to adoption by the Board.

#### Policy Location

This policy is located on CompliSpace <https://csnw.cspace.net.au/CatholicSchoolsNSWPolicies>

## Contents

1. Background.....	4
2. Context .....	4
3. Purpose and scope .....	4
4. Core principles of this policy.....	4
5. Actions to prevent and manage modern slavery risk.....	5
6. Reporting requirements if slavery is suspected or discovered .....	6
7. How to make report .....	6
8. Receipt and Investigation of a Modern Slavery Report.....	7
9. Remediation .....	7
10. Dealing with exceptional circumstances .....	7
11. Non-compliance with this policy .....	8
12. Reviewing this policy .....	8
<b>Appendix 1: Types of modern slavery relevant to business .....</b>	<b>9</b>
<b>Appendix 2: CSNSW Modern Slavery Risk Management Program – Key Elements .....</b>	<b>11</b>
<b>Appendix 3: Message from CSNSW’s Board .....</b>	<b>12</b>

## 1. Background

Catholic Schools NSW Ltd (**CSNSW**) has been established by the Bishops of NSW (**Member Bishops**) for the purpose of:

- a) Acting as an overarching entity for the purpose of advancing education and religion in Catholic schools in NSW; and
- b) Ensuring that systemic Catholic schools meet their compliance requirements; and
- c) Measuring activities in such a way as to maximise the educational and faith outcomes of students.

These purposes are reflected in the Constitution of CSNSW and are further supported by a canonical mandate from the Member Bishops of each of the 11 Diocese across NSW.

## 2. Context

In 2018, CSNSW's Board resolved to become a party to the Catholic Church's Response in support of its measures to eradicate modern slavery in its various forms.

In 2019, CSNSW voluntarily opted in to comply with the reporting requirements introduced by the [Modern Slavery Act 2018 \(Cth\)](#) (**the Act**) consistent with the Catholic Church's overall commitment to prioritise and take a leading role in the eradication of modern slavery.

## 3. Purpose and scope

The purpose of this policy is to prevent and eradicate modern slavery by managing and mitigating modern slavery risk within CSNSW's business operations and supply chains.

This policy seeks to ensure that modern slavery does not flourish within CSNSW's operations, business relationships and extended supply chains and provides a robust framework to ensure compliance with the reporting requirements of the Act.

This policy applies to all workers<sup>1</sup>, including direct employees (full-time, part-time and casual), volunteers, interns, consultants, labour hire employees, as well as contractors and sub-contractors and their employees.

The Board of CSNSW has formally committed to the implementation of this policy and will receive updates on compliance with the policy.

## 4. Core principles of this policy

Catholic social teaching calls for the dignity of work, the rights of workers and advancing the common good. These are the principles that guide this policy.

The following principles inform the implementation of this policy:

- a) CSNSW will not knowingly use or contribute to modern slavery practices in any form.
- b) CSNSW will actively work to identify and eliminate modern slavery practices from its operations, business partnerships and supply chain.
- c) Any form of exploitative treatment, punishment, abuse of labour rights, coercive control (physical, mental, psychological or financial) of workers in CSNSW's operations or supply chain is unacceptable.

---

<sup>1</sup> Based on SafeWork NSW definition of worker which includes employees, contractors, sub-contractors, employees of contractors and subcontractors, employees of labour hire companies, apprentice or trainee, work experience students, outworkers and volunteers.

- d) CSNSW will comply with all relevant laws and regulations regarding employee recruitment, remuneration, working conditions and freedom of association.
- e) CSNSW's final purchasing decisions will not be based on price alone. Ethical business processes are an essential part of CSNSW's value for money and 'fit for purpose' considerations. This includes consideration of worker living wage mechanisms and responsible recruitment of workers.
- f) CSNSW will continue to support its suppliers and business partners to assess and address modern slavery risks and take action to improve transparency, traceability and accountability for modern slavery practices and impacts in the collective supply chains.

## 5. Actions to prevent and manage modern slavery risk

CSNSW's Modern Slavery Risk Management Program is underpinned by ethical business practices and consideration of all stakeholders (including people who are at-risk of and/or experience modern slavery practices). Key elements of the program are summarised in Appendix 2.

To put this policy into practice the following actions are required of all CSNSW employees, business partners and suppliers.

### 5.1 Management, employees and contractors

- a) CSNSW's Board of Directors has overall responsibility for ensuring this policy and its implementation complies with relevant Catholic social teachings and legal and ethical obligations.
- b) The senior leadership team has ultimate responsibility for managing modern slavery operational risks within CSNSW.
- c) All levels of management are responsible for ensuring their employees are aware of this policy, complete their allocated training and have sufficient resources for its implementation.
- d) Anyone working for CSNSW or on its behalf is expected to implement the following measures:
  - a. ensuring that the identification, prevention, management and mitigation of modern slavery risk is a core responsibility of all employees;
  - b. business operations or relationships that knowingly support, facilitate or encourage worker exploitation or modern slavery practices are strictly forbidden;
  - c. any actual or suspected activity that could breach this policy must be reported immediately.
- e) Relevant external stakeholders will be engaged to support this policy (for example suppliers, contractors, joint venture or other business partners).
- f) Anti-slavery clauses are incorporated into procurement tenders and contracts which include the right to audit, review documentation and interview workers.
- g) Regular review of this Policy and its implementation will be conducted regularly to drive continuous improvement in collaboration with other Catholic entities and through continued membership with the Australian Catholic Anti-Slavery Network (ACAN).
- h) Supplier reviews (including self-assessment questionnaires) will be undertaken to assess levels of modern slavery risk, commitment and capacity to manage identified risks. This includes any new company that wants to do business with CSNSW.
- i) Key learnings from the implementation of the Modern Slavery Risk Management Program will be shared with member schools by providing them with information and support to minimise their own modern slavery risks.

### 5.2 Suppliers and business partners

- a) CSNSW will actively engage with suppliers to promote this policy and assist to develop their capabilities to identify and manage modern slavery risks.

- b) CSNSW expects suppliers to share CSNSW's goal and values in relation to ending modern slavery.
- c) Suppliers are expected to support CSNSW's efforts to assess the levels of risk within their operations and supply chain and to gauge their commitment and capability to manage modern slavery risks.
- d) High risk suppliers will demonstrate how they identify, prevent, manage, and mitigate modern slavery risk in their operations and supply chains.

## 6. Reporting requirements if slavery is suspected or discovered

If an employee or supplier of CSNSW identifies actual or suspected modern slavery risks, they are expected to make a report. Any instance of actual or suspected modern slavery amounts to a "disclosable matter" under CSNSW's Whistleblower Policy.

### 6.1 Who can make a report?

#### 6.1.1 CSNSW Employees

Employees are expected to immediately report actual or suspected modern slavery risks, any suspected violations of the policy or other illegal or unethical conduct that they come across during the course of their employment. Any report made by an employee is confidential and there shall be no retribution or retaliation for reports that are made in good faith in accordance with CSNSW's Whistleblower Policy.

If a supplier or any other person outside CSNSW provides information to a staff member about suspected or actual modern slavery practices, indicators or red flags within CSNSW or supply chain, the information must be immediately passed on for escalation.

#### 6.1.2 CSNSW Suppliers

Suppliers are also required to report suspected or actual modern slavery practices, indicators, or red flags immediately without fear of retribution, retaliation, or loss of business with CSNSW.

CSNSW commits to working with our suppliers to address issues, ensure effective remedy and implement prevention measures.

#### 6.1.3 Other eligible people

A broad range of people who are not considered suppliers or workers are eligible to make reports as well; they include, employees or former employees of suppliers, or their spouses, and children or other relatives.

## 7. How to make report

CSNSW has appointed Deloitte Risk Advisory, an external third party provider to manage reports made under this policy.

When making a report, try to include as much information as possible. Include the following elements so that the information you provide offers actionable insight:

1. What occurred
2. How the misconduct was executed
3. Where it occurred
4. When it occurred
5. Who were the parties involved?

A person who seeks to make a report may do so in any one of the following ways:

1. By calling CSNSW's dedicated toll free number within Australia on 1800945077 which is available to receive calls 24 hours, 7 days per week; or
2. By making a report online via the SpeakUp website at SpeakUp; or
3. By emailing [CSNSWSpeakup@deloitte.com.au](mailto:CSNSWSpeakup@deloitte.com.au); or
4. By sending a letter via reply paid post to- CSNSW SpeakUp, Reply paid 12628, A'Beckett Street, Victoria 8006.

## 8. Receipt and Investigation of a Modern Slavery Report

Based on the information received in the report, CSNSW will consider the following factors:

1. Action taken will be in the best interests of the suspected victim/s of modern slavery
2. The information provided may not be indicative of all victims involved or the extent of the exploitation
3. Any response will be appropriate to the circumstances of the situation
4. Law enforcement may need to be involved

## 9. Remediation

CSNSW is committed to ensuring that it provides appropriate and timely remedy to people impacted by modern slavery should this ever be identified. Remediation obligations and expectations are included in contracts with high-risk suppliers who must notify and consult with CSNSW to ensure victim centered remediation processes are implemented to CSNSW's satisfaction.

**Domus 8.7** is an initiative by the Catholic Archdiocese of Sydney to provide an effective response to modern slavery for both people impacted and organisations. It is a 'one-stop-shop' for workers or businesses to obtain support, advice and guidance on how to respond to potential or actual situations of modern slavery and forced labour.

CSNSW is a founding partner of **Domus 8.7**. The partnership allows for meaningful outcomes for people who have been impacted by modern slavery

## 10. Dealing with exceptional circumstances

It is recognised that exceptional circumstances, such as the COVID-19 pandemic, give rise to increased risks of modern slavery in supply chains due to changes such as sudden factory closures, workforce reductions, and higher demand and faster production times for certain goods and services (such as personal protective equipment). CSNSW recognises that this can make some workers more vulnerable to modern slavery.

In these circumstances, CSNSW will continue to undertake existing due diligence and remediation processes in accordance with this policy and adjust these processes where necessary to factor in any additional risks due to the changed circumstances. For example, this could include risks associated with increased production of personal protective equipment, extending to factories, transportation, raw material producers and any others involved in the supply chain, and risks associated with sectors or countries where workers' job security has become more vulnerable due to the exceptional circumstances.

CSNSW will also implement the Guidance produced by the Australian Border Force by taking a number of extra steps and actions to address the increased risks including:

- Maintaining existing supplier relationships (e.g., honouring current contracts where possible) and fostering open communication with suppliers about risks (e.g., asking them how they are supporting vulnerable workers in the exceptional circumstances and working with suppliers to ease pressures, such as changed payment or deliverable timeframes).
- Collaborating with suppliers, workers, business peers and peak bodies to identify best practice approaches in the exceptional circumstances;
- Reviewing key international resources and implementing applicable guidance; and
- Addressing the impact of the exceptional circumstances, irrespective of the degree of impact, in our modern slavery statement.

## 11. Non-compliance with this policy

Employees who breach this policy will face disciplinary action. This could, in the most severe circumstances include dismissal for misconduct or gross misconduct and if warranted legal proceedings may be commenced.

CSNSW retains the right to terminate its relationship with individuals, suppliers and organisations working on its behalf or engaged by it if they breach this policy.

## 12. Reviewing this policy

This policy is reviewed on a triennial basis.



## Appendix 1: Types of modern slavery relevant to business

### Debt bondage (or bonded labour)

Debt bondage is the most common form of slavery. This occurs when a person is forced to work to pay off an excessive debt unfairly imposed on them by a recruitment agent or employer. The person works for little or no pay, with no control over their debt. Over time, the value of their work becomes greater than the original debt.

Examples of debt bondage are associated with recruitment fees, travel, visas, work materials or schemes where a person has to pay money to get a job.

### Deceptive recruiting for labour or services

Deceptive recruiting occurs when a victim is misled about the job they are recruited for, and it leads to them being trapped in modern slavery.

Types of deceptive conduct used by recruiters include offering exaggerated rates of pay, reasonable work hours and inclusions of accommodation, food, transport, and other expenses. The reality of the circumstances they find themselves in turns out to be vastly different to what they had been promised.

### Forced Labour

Forced labour is any work or service which people are forced to do against their will under threat of penalty. A victim is not free to stop working or to leave their place of work because of physical and/or psychological coercion. This may include threats and violence against themselves, other workers, family members or others.

### Human Trafficking

The legal definition of human trafficking in Australia is:

*...the recruitment, transportation, transfer, harbouring or receipt of a person through means such as threat or use of force, coercion, deception, or abuse of power or vulnerability; for the purpose of exploiting that person ...*

Human trafficking is a serious crime which often, ends up with the trafficked people being exploited through modern slavery, forced labour, servitude, debt bondage, organ removal or other forms of exploitation

### Worst Forms of Child Labour

The worst forms of child labour include where children are:

- exploited through slavery, forced labour or similar practices;
- engaged in hazardous work which may harm their health, safety or morals;
- used to produce or traffic drugs.

The worst forms of child labour can occur in a variety of contexts and industries. This may include orphanage trafficking and slavery in residential care institutions, as well as child labour in factories and manufacturing sites, mining, and agriculture.

Importantly, not all child labour is illegal if the correct controls are in place such as children only being engaged in light physical labour, not be subjected to hazardous work, and where working hours are limited and outside school time etc.

### Slavery or slavery like offences

Slavery is defined in the Australian Criminal Code Act 1995 (Section 270) as where the 'powers attaching to the right of ownership are exercised': people are dehumanised to the point where they are literally owned by others.

Slavery is the exploitation and control of others through coercion, such as:

- Restricting where people live, work, move or communicate with others
- Using threats or actual violence against the person or their family
- Forcing them to work, withholding food or water, pay and other forms of abuse

Examples include men forced to work on farms or construction sites, women in cleaning or children in factories - they do not have the choice to live in freedom and with dignity.

People who are trapped in modern slavery are often manipulated in schemes that do not allow them to escape, to ask for help or to gain an understanding that they are in fact victims of criminal activity. Slavery is a major issue for Australian businesses both within Australia and in their extended supply chains.

## Appendix 2: CSNSW Modern Slavery Risk Management Program – Key Elements

1. A **policy** which outlines our commitment to prevent and manage modern slavery within our operations, business partnerships and supply chain, being this policy;
2. **Communication** of this policy and related program initiatives to staff, business partners and supply chain;
3. **Assessment of modern slavery risks** within our operations and supply chain and the development of effective, efficient and transparent controls to manage and mitigate risks;
4. Integrating **anti-slavery requirements** into relevant tenders and contract terms and conditions;
5. Adopting **due diligence measures** for review of suppliers and business partners coupled with a requirement that they implement systems and processes to effectively manage their own modern slavery risk;
6. **Raising awareness, engaging and educating employees** and other key stakeholders so they take individual responsibility to identify modern slavery practices and take practical steps to prevent and manage risk; and
7. Implementing a robust **contact system escalation protocol** and **remedy pathway** to ensure human rights impacts caused by our activities are effectively addressed.

### Appendix 3: Message from CSNSW's Board

As a Catholic entity, we acknowledge our role in working towards the eradication of modern slavery practices from CSNSW's operations and supply chains. It is vital for us to maintain our reputation as an ethical organisation as it generates confidence in our service to the community.

We acknowledge the impact that commercial activities - including ours - can have on vulnerable people through modern slavery practices. We have a responsibility to take practical action to manage risk -in our operations and supply chains.

This policy outlines the steps CSNSW will take to work with other Catholic entities, suppliers, business partners and community stakeholders to fulfil a common goal of ending modern slavery globally. It also states our commitment to undertake an advisory and leadership role for our member schools to assist them to also achieve this goal individually.

We expect all of our employees, contractors and suppliers – both current and those who seek to have a future business relationship with CSNSW – to comply with all aspects of this policy and strive to protect and respect the freedom and dignity of people everywhere.