

## **Inside Travel Group Limited Modern Slavery Statement 2020/21**

---

### **Introduction**

At Inside Travel Group Limited (ITG), we believe business should be a force for good; for the traveller, for the communities in our destinations and for the communities that we live and work in. We are committed to sustainability in all aspects of our business.

Modern slavery encompasses slavery, servitude, human trafficking, child labour and forced labour. ITG has a zero-tolerance approach to any form of modern human slavery. We are committed to acting ethically, responsibly and openly in all our business practices. This statement sets out the steps we take to ensure slavery and human trafficking does not occur within our business or our supply chains, in accordance with the Modern Slavery Act 2015.

### **About Inside Travel Group Limited**

Our brands InsideJapan Tours and InsideAsia Tours offer expertly designed, seamlessly delivered Asia travel experiences for clients who value caring, personalised service at every interaction.

Our tailor-made independent travel itineraries and our small group tours take customers to Japan, Vietnam, Myanmar, Cambodia, Laos, Malaysia, South Korea, Borneo, Thailand, Hong Kong and Singapore.

ITG is a business incorporated in the UK with registered branches in Japan, the USA and Australia and around 130 employees worldwide. The business was established in 2000 by current Directors; Simon King and Alastair Donnelly.

### **Due Diligence Processes**

ITG has a zero-tolerance approach to modern slavery and human trafficking. We are taking steps to address these risks in all our operations and our supply chains. We aim to:

- Identify and assess potential risk areas within our businesses and supply chains
- Mitigate the risk of slavery and human trafficking occurring in our supply chains
- Provide all staff with awareness training on slavery and human trafficking
- Ensure a culture of transparency
- Encourage and protect whistle-blowers

### **Supply chains**

We work with a wide range of suppliers and expect our suppliers and contractors to uphold the same zero-tolerance approach to slavery and human trafficking as we hold. Our Supplier Code of Conduct includes an agreement to comply with the Modern Slavery Act 2015.

We have a designated Product team who are responsible for selecting and managing our relationships with suppliers. We will not knowingly enter a business relationship with anyone engaged in slavery and human trafficking practices.

### **Supporting Policies**

We have the following policies in place to ensure we are transparent and act ethically in all our business relationships and procedures:

- Whistleblowing Policy
- Sustainability Policy
- Bullying & Harassment Policy (Dec 2020)

### **Training**

All staff are required to complete a “Tackling Modern Slavery” training course, (ABTA training platform). This promotes awareness of slavery and human trafficking, the risks to our business and how to identify and report suspected incidents of slavery or human trafficking.

We have an internal Sustainability Site and an employee Learning Zone, where we distribute training materials to all employees. We ensure staff are aware of our policies and are trained to detect and report any instances of slavery or human trafficking in any part of our business or supply chains.

### **Whistleblowing**

Our Whistleblowing Policy specifically references modern human slavery and details how to raise concerns. The policy is in place for employees who wish to confidentially raise any concerns they have regarding modern slavery or human trafficking. This could be in our branch countries or in our destination countries. (We have a separate reporting processes in place for each of our destination and branch countries). We promote an open culture where whistleblowing is encouraged.

### **Our effectiveness in combating slavery and human trafficking**

ITG has a defined set of key performance indicators and controls to combat modern slavery and human trafficking in our business and supply chains. These include:

- Monitoring the number of employees trained in modern slavery and human trafficking
- Monitoring the number of relevant cases reported under our whistleblowing policy
- Monitoring the number of suppliers we have sent our Supplier Code of Conduct to

### **Next Steps**

We intend to take the following further steps to combat modern slavery and human trafficking:

- Issue Supplier Code of Conduct to our core suppliers in 2021
- Perform supplier audits to check compliance with our Supplier Code of Conduct
- Publish our Modern Slavery Statement on TISCreport.org and modernslaveryregistry.org

**The Board of Directors of Inside Travel Group Limited approved this statement on 11.11.20**



[Signed]  
Simon King  
Director