



# Matthew Algie Annual Statement

## Modern Slavery Prevention in 2024 Financial Year

*This statement has been published in accordance with Section 54 of the Modern Slavery Act 2015. It sets out the steps that Matthew Algie & Company Limited has taken in relation to the prevention of modern slavery during the 2024 financial year, ending 31<sup>st</sup> December 2024.*

### 1. Organisational Structure, our Business, and our Supply Chains

- 1.1 Matthew Algie is primarily a coffee roaster, offering fresh, sustainably sourced coffees to the catering and retail sector in the UK and Ireland. We employ over 380 people and over half of these are based at our roastery in Glasgow whilst the remainder are field based to provide regular, face-to-face contact with customers. Our customers range from cafés to restaurants to pubs and contract caterers and include both national retail chains and single-outlet independents.
- 1.2 Our founder, Matthew Algie, first started the business importing tea on the Clyde in 1864, over 150 years ago. Company strategy transitioned to focus mainly on coffee in the post-War era. The business remained independently owned by the Matthew Algie family until August 2016 when Matthew Algie was acquired by the German coffee and food service business, Tchibo Coffee Service GmbH. Capitol Foods, based in Ireland, was also acquired by Tchibo in 2018. In January 2024 Matthew Algie officially merged with Tchibo's UK operations and Capitol Foods to become Matthew Algie GB and Ireland.
- 1.3 Matthew Algie sources coffee to meet the requirements for our blends based upon quality, flavour, seasonality and sustainability. We have worked hard over the years to consolidate our supply chain and develop direct, long-term relationships with suppliers in coffee growing regions, though we buy green (unroasted) coffee through intermediary coffee traders who help facilitate the logistics and administration relating to our purchases. Our pioneering commitment to sustainability certifications complements our commitment to long-term relationships with suppliers. We were the first roaster in the UK to launch a triple certified espresso (Fairtrade, Rainforest Alliance and organic) in 2004. In 2024, 93% of the coffee we roasted held one or more of these certifications.
- 1.4 As well as coffee, Matthew Algie offers customers a convenient one stop shop, catering to all their needs. We mainly do this by working with selected third-party suppliers to offer customers a range of machines and "everything but the coffee" via our Espresso Warehouse brand. Our Espresso Warehouse catalogue range includes teas, hot chocolate powders, flavoured syrups, delicious treats and barista kit. Our commitment to sustainability certifications is maintained in these non-coffee products, with many of the relevant supply chains, most notably for our tea and hot chocolate products, holding Fairtrade, Rainforest Alliance or organic certification.
- 1.5 The contents of this statement refer to steps taken by Matthew Algie & Company Limited.

### 2. Assessment of Modern Slavery Risk in Our Business and Our Supply Chains

- 2.1 Matthew Algie holds human rights in the very highest regards and has a zero-tolerance approach to all human rights violations across the business and our supply chain.
- 2.2 We understand "modern slavery" to be when a person:
  - holds another person in slavery or servitude,
  - requires another person to perform forced or compulsory labour, or,
  - arranges or facilitates the travel of another person with a view to them being exploited (human trafficking).

- 2.3 In 2016/17 we started formally assessing the risk of modern slavery in our business and supply chains. To plan our actions effectively, we also prioritised the areas that are of greatest importance to us as a business and are within our sphere of influence.
- 2.3 The risk of modern slavery within our own operations is considered low, given the nature of our work and the minimal use of temporary labour. On the rare occasions temporary staff are engaged, thorough checks are conducted to ensure the labour providers we use employ best practice.
- 2.4 The greater risk lies within our supply chains, where we undertake assessments to identify and mitigate potential issues. Supplier risk is evaluated based on factors such as the proportion of agency and migrant workers, the presence of vulnerable groups, and the complexity of the supply chain. Additional considerations include whether the country of origin or raw materials are associated with high-risk regions, as well as the inherent risks within specific industry sectors.
- 2.5 Key high risk raw materials include coffee, tea and cocoa, and these commodities have been a starting point for improving our formal human rights risk assessment methodology. We draw upon the findings of the Fairtrade Risk Map tool<sup>1</sup> to independently assess the human rights risk of these raw materials. This outlines risk relative to specific indicators, including, but not limited to, forced labour risk, child labour risk and low pay risk score. We build on this with insights from our supply chain for example through our Annual Producer Survey which asks our coffee suppliers to self-assess and quantify how significant various sustainability challenges are to them and their farmer members.
- 2.6 Where we consider it necessary to further understand the risks in a specific supply chain, we would implement technology to aid in risk mitigation. For example, in 2023, we collaborated with &Wider and the Rainforest Alliance on a worker reporting project with two coffee cooperatives in Honduras. Through anonymous surveys, questions were asked about working conditions on farms, addressing high risk elements of coffee farming, including child labour and modern slavery. Data was collected about working conditions in two different seasons of farming and then compared.
- 2.7 In 2024, the coffee futures market experienced significant volatility, with both Arabica and Robusta prices reaching multi-decade highs due to a combination of adverse weather conditions, supply chain disruptions, and regulatory changes. Arabica coffee futures surged to a 47-year high in December 2024, reaching \$3.23 per pound, primarily due to severe droughts in Brazil, the world's largest Arabica producer, which led to reduced crop yields and increased concerns about future harvests. Similarly, Robusta prices jumped 7.7% to \$5,507 per tonne in December 2024, driven by consecutive supply deficits resulting from adverse weather conditions in Vietnam. For many farmers the higher prices do not translate into sustainable livelihoods. Market volatility increases uncertainty for coffee farmers, making it difficult for them to plan ahead and secure the credit they need to produce the next crop. Furthermore, the costs of energy, fertiliser and labour remain high for coffee producers which can impact profitability. As such, every stakeholder in the downstream coffee value chain must play their part in paying a fair price for the coffee that they buy and being committed to long-term sourcing relationships.

### 3. Our Policies in Relation to Modern Slavery

- 3.1 The below diagram explains our existing policies and procedures which are of relevance to the prevention of modern slavery in our own operations and our supply chain.

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<sup>1</sup> [riskmap.fairtrade.net](https://riskmap.fairtrade.net)



- 3.2 Our 2023-24 Sustainability Report was published in April 2025 and is available on our website. Our commitment to externally reporting on this progress provides helpful accountability and transparency with our stakeholders. Our goals for 2025 are detailed within this report, and relevant performance indicators have been copied into Section 5 below.

## 4. Our Due Diligence Processes in 2024 and Assessment of their Effectiveness

### 4.1 Risk Mitigation Within Our Operations

- 4.1.1 Our mitigation activities with respect to our own operations remains consistent with our approach in previous years. We have clearly defined roles and responsibilities, relevant and up-to-date policies and procedures, and we provide relevant training to our employees. For more information, please refer to our previous annual statements.
- 4.1.2 The training that has been undertaken in 2024 to further improve the capabilities of our employees includes our internal training module *Human Rights* which was delivered to all line managers, 57 employees in total.
- 4.1.3 We only ever use temporary agency labour where there is a specific need. In 2024, 10 agency workers were employed. The individuals were employed to help with additional workload and to cover sickness. Of these 10 agency workers employed, 2 became permanent staff.

### 4.2 Risk Mitigation Within Our Supply Chains

- 4.2.1 All relevant members of staff (i.e. those who are involved in the product and supplier selection process) are trained in our new module on *Human Rights and Environment Supplier Engagement Training*. This training will be refreshed and conducted annually. In addition to this, in 2024, one member of staff undertook Effective Human Rights Due Diligence in Supply Chains Training held by Stronger Together. This training ensures that relevant team members are aware of what makes a supplier “high risk” from a human rights perspective and what actions they must take to reduce these risks.
- 4.2.2 We are committed to ensuring that our suppliers meet the minimum standards required to uphold fundamental human rights. Direct suppliers must demonstrate awareness of, and take proactive measures to mitigate, any potential negative human rights impacts related to their operations. They are also required to comply with all relevant laws and adhere to the Ethical Trading Initiative (ETI) Base Code employment standards. Additionally, suppliers must implement appropriate due diligence processes to ensure that their own suppliers also comply with the ETI Base Code and share our commitment to continuous improvement in this regard. We recommend that they align their due diligence practices with the OECD Due Diligence Guidance for Responsible Business Conduct. Our expectations are clearly outlined in our Supplier Manual, Supplier Framework Agreements, and Supplier Contracts.
- 4.2.3 Wherever feasible, we prioritise the selection of low-risk suppliers and products, particularly in circumstances where certain risks cannot be entirely mitigated, for example, the inclusion of high-risk raw materials. Our risk-based sourcing strategy includes, but is not limited to, the preference for suppliers with minimal reliance on agency labour, products originating from countries assessed as lower risk, and supply chains that are fully traceable. Additionally, preference is given to suppliers that have been independently assessed by credible third parties. All relevant risk-related information is documented within the product specification.
- 4.2.4 We believe in the value that certifications hold, and aim to choose products that hold a certification, where possible. For the purposes of prevention of modern slavery, both the Fairtrade and Rainforest Alliance standards include criteria relating to social practices on the farm. For specific information on the core and development criteria relating to prevention of forced labour, please refer to [Appendix 1](#). 93% of the coffee we sourced in 2024 held either (or both) Fairtrade and Rainforest Alliance certification. Our commitment to these certifications extends into the other products we source including tea, chocolate, and sugar. It is our responsibility to continue promoting the benefits of these certifications in the UK market and making the case for them to our customers.
- 4.2.5 To provide us with more information on our coffee suppliers on a case-by-case basis, we continue to make use of our Green Coffee Supplier Risk Assessment Approval Forms which includes a section that provides a clear link to the Ethical Trading Initiative Base Code in multiple languages. It asks the supplier to assess the risks of forced labour, unsafe or unhygienic working conditions, payment of illegal wages, excessive working hours, discrimination and harsh or inhumane treatment within its operations. It also requests details of the controls that the supplier has in place to reduce these risks.
- 4.2.6 Furthermore, as described in our previous statements, our visits to key coffee suppliers help us to fully understand the local context and consider the level of risk of modern slavery. In 2024 we visited suppliers in Brazil and Vietnam. Our annual process of planning visits to origin is completed based on our current sourcing as well as prioritisation based on feedback from producers, exporters and importers within our supply chains.

## 5. Relevant Key Performance Indicators and Actions

Type of Indicator	Performance Indicator	Progress in 2024	Intention for 2025
<b>Sustainability Goal</b>	Provide 70% of core suppliers with coffee contracts prior to or in the first month of the harvest season.	73% of coffee volume bought from core suppliers was agreed prior to or in the first month of the harvest season.	Continue to provide at least 70% of core suppliers with coffee contracts prior to or in the first month of the harvest season.
<b>Sustainability Goal</b>	Visit at least one key sourcing origin.	Visit Brazil and Vietnam	Ethiopia, Brazil, Peru, and Honduras are a priority for us to visit.
<b>Sustainability Goal</b>	100% of relevant staff trained in human rights and environmental due diligence processes.	All trainings were updated and relaunched. 100% of relevant staff received deforestation prevention and circular economy training. 89% of relevant staff received human rights and environmental due diligence training.	We will update this internal training annually and deliver to relevant staff in 2025.
<b>Sustainability Goal</b>	100% of employee reviews conducted and managed via PeopleHR	3-month and 6-month probationary reviews are carried out online via PeopleHR. Annual reviews are now online and available to use. Official launch of this is due in early 2025.	This goal is still applicable in 2025.
<b>Sustainability Goal</b>	Communicate our requirements for human rights and environment due diligence to key suppliers (those supplying us products containing high-risk raw material).	Supplier contracts, Supplier Manual and self-assessment questionnaires have been updated to include relevant requirements.	Key suppliers will be actively engaged to increase understanding of our requirements.

## 6. Authorisation and Endorsement

6.1 This statement was approved by the Board of Directors of Matthew Algie & Company Limited on 30<sup>th</sup> May 2025.

6.2 This statement has been endorsed by



Thomas Heinen

Date: 30<sup>th</sup> May 2025

Managing Director

## 7. Appendix 1: Fairtrade and Rainforest Alliance Standards

7.1 As detailed below, the Fairtrade and Rainforest Alliance standards to ensure forced labour is not used on farms, includes essential criteria and continuous improvement (i.e. required in the medium term) criteria.

### 7.2 Fairtrade Standard for Small Producer Organisations<sup>1</sup>

Reference	Type of criteria	Requirement
3.3.5	Core	You and your members do not directly or indirectly engage in forced labour, including slave, bonded or involuntary prison labour. You explain this to all workers.
3.3.6	Core	If you have identified cases of forced adult labour in your organization (see requirement 3.1.2), you and your members remediate to ensure prolonged safety and implement relevant policies and procedures to prevent vulnerable adults above the age of 18 years from being employed in abusive, exploitative and unacceptable work conditions as defined by ILO Conventions 29 and 105.
3.3.7	Core	You and your members do not make the employment of a worker or an offer of housing conditional on the employment of their spouse. Spouses have the right to work elsewhere.
3.3.8	Core	You and your members do not employ children below the age of 15 or under the age defined by local law, whichever is higher.
3.3.9	Core	Your members' children below 15 years of age are allowed to help your members on their farms under strict conditions: you ensure that they only work after school or during holidays, the work they do is appropriate for their age and physical condition, they do not work long hours and/or under dangerous or exploitative conditions and their parents or guardians supervise and guide them.
3.3.10	Core	You and your members do not submit workers of less than 18 years of age to the unconditional worst forms of child labour or to any type of work which, by its nature or the circumstances under which it is carried out, is likely to jeopardize their health, safety, morals or their school attendance.
3.3.11	Core	<p>If in the past you or your members have employed children under 15 for any type of work, or children under 18 for dangerous and exploitative work, you ensure that those children do not enter or are not at risk of entering into even worse forms of labour including hazardous work, slave-like practices, recruitment into armed conflict, sex work, trafficking for labour purposes and/or illicit activities.</p> <p>Any action that you take to ensure this respects the UN Convention on the Rights of the Child (CRC) protective framework, which means that:</p> <ul style="list-style-type: none"> <li>• the best interest of the child are always the top priority;</li> <li>• their right to survival and development is respected;</li> <li>• you apply them to all children without discrimination;</li> <li>• the views of the child are heard and respected;</li> <li>• at all moments they are protected from violence.</li> </ul>
3.3.12	Developing	If you have identified child labour as a risk in your organization (see requirement 3.1.2) you and your members implement relevant policies and procedures to prevent children below the age of 15 from being employed for any work and children below the age of 18 from being employed in dangerous or exploitative work.
3.3.31	Core	Children under the age of 18 years, pregnant or nursing women, mentally disabled people, people with chronic, hepatic or renal diseases and people with respiratory diseases do not carry out any potentially hazardous work. Alternative work is provided for them.

<sup>1</sup> FAIRTRADE STANDARD FOR SMALL PRODUCER ORGANIZATIONS [SPO\\_EN.pdf](#)

### 7.3 The Rainforest Alliance Sustainable Agriculture Standard 2020<sup>1</sup>

As per 'Chapter 5: Social' in the Rainforest Alliance 2020 Farm Requirements, there is no place in Rainforest Alliance Certified farms for human rights violations such as child labour, forced labour, discrimination or workplace violence and harassment. Further information on these policies is detailed below.

"Mandatory Improvements" and "Mandatory Smart Meters" are applicable where the farm is considered of medium/high risk for child labour and/or forced labour. Large and individually certified farms always implement the improvements for discrimination and workplace violence and harassment.

Reference	Type of criteria	Requirement
1.2.5	Core	For children conducting light work (12-14 years) and young workers (15 – 17 years), the records additionally contain: <ul style="list-style-type: none"> <li>• Housing address</li> <li>• Name and address of parent(s) or legal guardian(s)</li> <li>• School registration (if applicable)</li> <li>• Type of work or tasks</li> <li>• The number of working hours per day and per week</li> </ul>
5.1.1	Core	Management commits to assess and address child labour, forced labour, discrimination, and workplace violence and harassment by: <ul style="list-style-type: none"> <li>• Appointing a committee responsible for managing the assess-and-address system (see requirement 1.1.5).</li> </ul> The committee: <ul style="list-style-type: none"> <li>• Coordinates with management and the committees/persons responsible for managing grievances and gender issues.</li> <li>• Raises awareness of these four issues with management and (group) staff at least once a year.</li> <li>• Informs workers/group members in writing that child labour, forced labour, discrimination and workplace violence and harassment are not tolerated, and that management has a system in place to assess and address related cases.</li> </ul> This information is visibly displayed at central locations at all times.
5.1.2	Core	Risk mitigation: The management representative/committee includes in the management plan (1.3.2) the mitigation measures as identified in the basic Risk Assessment (1.3.1) and implements corresponding measures. The basic Risk Assessment is repeated at least every three years.
5.1.3	Core	Monitoring: The management representative/committee <ul style="list-style-type: none"> <li>• Monitors risks and the implementation of risk mitigation measures</li> <li>• Reports potential cases of child labour, forced labour, discrimination, and workplace violence and harassment to the management and to the grievance committee</li> <li>• Monitors remediation activities (see 5.1.4)</li> </ul> The intensity of the monitoring system is adjusted to the risk level and the issue. Indicator: The number of potential cases identified by the monitoring system and referred to the grievance mechanism (by gender, age, and type of issue).

<sup>1</sup> RAINFOREST ALLIANCE SUSTAINABLE AGRICULTURE STANDARD 2020 [SA-S-SD-1-V1.3](#)

5.1.4	Core	<p>Remediation: The management representative/committee sets out in the management plan how to remediate cases of child labour, forced labour, discrimination, workplace violence and harassment. Confirmed cases are remediated and documented following the Rainforest Alliance Remediation Protocol. Safety and confidentiality of the victims is protected throughout the process.</p> <p>Indicator: Number and percentage of confirmed child labour, forced labour, discrimination and workplace violence and harassment cases remediated per the Remediation Protocol (by gender, age, and type of issue).</p>
5.1.5 L1	Mandatory Improvement	<p>In year 1 of certification, the management representative/committee:</p> <ul style="list-style-type: none"> <li>• Conducts the assess-and-address in-depth Risk Assessment for the medium/high risk issue(s)</li> <li>• Includes the corresponding mitigation measures in the management plan (1.3.2)</li> <li>• Implements these measures The assess-and-address in-depth Risk Assessment is repeated at least every three years.</li> </ul>
5.1.6 L1	Mandatory Improvement	<p>Management representative/committee provides training/awareness raising on child labour, forced labour, discrimination, and workplace violence and harassment to all group members (small farms) or workers (of large farms or individually certified farms).</p>
5.1.7 L1	Mandatory Improvement for Group Management	<p>Management actively encourages the school attendance of children of (group) staff, group members, and group member workers.</p>
5.1.8	Mandatory Smart Meter	<p>The management assures good functioning of the assess-and-address system. For this purpose, from year one onwards, a yearly assessment of the assess-and-address system for the relevant issue(s) is conducted, based on the following five elements:</p> <ul style="list-style-type: none"> <li>• Effective implementation of mitigation measures</li> <li>• Effective training on relevant assess-and-address topics</li> <li>• Effective cooperation with external actors</li> <li>• Effective monitoring of the assess-and-address system</li> <li>• Effective internal collaboration on assess-and-address topics</li> </ul> <p>Indicator: Scores on the assess-and-address system elements.</p>
5.7.1	Core for Large Farms	<ul style="list-style-type: none"> <li>• Families of permanent workers with children share one or more rooms. Such rooms are separate from non-family members. Workers' children living on-site are in a safe place and under the supervision of an adult during working hours.</li> </ul>
5.7.2	Core for Large Farms	<p>Children living on-site and of school-going age go to school. Children either:</p> <ul style="list-style-type: none"> <li>• Go to a school at safe walking distance.</li> <li>• Go to a school at reasonable traveling distance, with availability of safe transport.</li> <li>• Have on-site schooling of a recognized and equivalent level.</li> </ul>