

# Corporate Social Responsibility

We acknowledge that the provision of legal services has an effect on society. Therefore, we are committed to contributing in a responsible way towards minimising our impact on the environment and promoting quality enhancement within the local community. Our Corporate Social Responsibility applies across three areas:

## 1) People

We strive to create and maintain a working environment which provides equality of opportunity and freedom from unlawful discrimination on the grounds of race, colour, nationality, ethnic origin, gender, marital status, disability, religious beliefs, age or sexual orientation.

This applies to the firm's recruitment and career progression processes and is more particularly set out in the firm's Equality and Diversity Policy.

## 2) Environment

With the environment and its preservation being an important issue, the firm has made a commitment to:

- Minimise consumption of natural resources and manage waste through responsible disposal and the reuse and recycling, including paper and ink cartridges – we use our local East London recycle centre to discard recyclable matter, whenever we can;
- Encourage environmental responsibility amongst our suppliers, and staff and include environmental considerations in our purchasing and procurement processes – our practice manager is well versed in environmental considerations and bears this firmly in mind in the procurement process;
- Minimise waste by not printing documents (where feasible) or to print documents double sided and/or use scrap paper for draft documents;
- Minimise our use of electricity by ensuring all electrical equipment are turned off when not in use;
- Comply with all legal requirements as prescribed from time to time.

## 3) Community

With regards to our impact on the community, the firm has made a commitment to:

- Support local work placement schemes – we support short term summer placements (space permitting);
- Support small businesses by sponsoring appropriate events where possible;

## 1.4 Structure and Strategy

□ Support local entrepreneurs and private individuals by offering free legal advice whenever we can and also participating in seminars that benefit the community from time to time.

We welcome input and suggestions as to how we can improve and become more active in the community in a bid to ensure that this policy remains effective.

December 17