

Linklaters

CR / Poland

Corporate responsibility is an important element of our day-to-day work in Warsaw. We aim to be trusted advisors to our clients and engaged professionals who recognise their role in developing markets and professions. As good neighbours, we are committed to making a positive impact on local communities and the environment. We also share a responsibility to value and develop our potential and the potential of our colleagues.

Clients

International outlook; local knowledge

We concentrate on building and deepening long-term relationships with our clients active in Poland and supporting them in their strategies of sustainable development in the region of Central and Eastern Europe. We aim to understand their international businesses and unique local requirements in order to offer valuable and accurate legal advice.

Supporting our clients

We help our clients spot and interpret relevant legal developments by inviting them to complimentary seminars and conferences dedicated to legal changes influencing their activities. We also distribute regular client alerts on crucial aspects of doing business in Poland and support our clients with secondments.

Firm

Continuity and security

Information is at the heart of Linklaters' operations, and we view good information governance as key to the service we provide, paying particular attention to how we manage confidential information about our clients, our people and others. We recognise that we must afford the appropriate level of protection to all forms of information in order to avoid breaches of our professional, regulatory, legal and/or contractual obligations and to ensure business continuity. We have business continuity, disaster recovery and back-up procedures in place to protect against accidental loss of electronic data and the interruption to systems and services in the event of data centre issues or a local disaster. Our IT architecture includes resilient servers, networks, data replication, back-up and archiving to meet industry best practice.

Infrastructure, sourcing and suppliers

We place great emphasis on managing our own cost base effectively so as to be cost-competitive while maintaining quality. Measures that we take in this regard include the following:

- > Investing in technology to reduce the time required to perform legal and support work
- > Investing in high-quality know-how to provide legal support
- > Monitoring fee arrangements with

supporting firms to ensure that they are cost-effective

- > Drawing on temporary legal staffing where appropriate, to enable us to service any fluctuations in client demand effectively but without compromising quality
- > Redeploying people across our network to meet changing patterns of demand, thereby utilising our resources as efficiently as possible.

Sector

Our lawyers have in-depth knowledge of various sectors. We advise, among others, energy, telecommunications, healthcare, insurance, real estate, infrastructure and construction companies as well as banks, private equity and investment funds. We are constantly deepening our knowledge about our clients' activities and their sector-specific issues to help us offer top quality legal support aligned to the individual needs of each client.

People

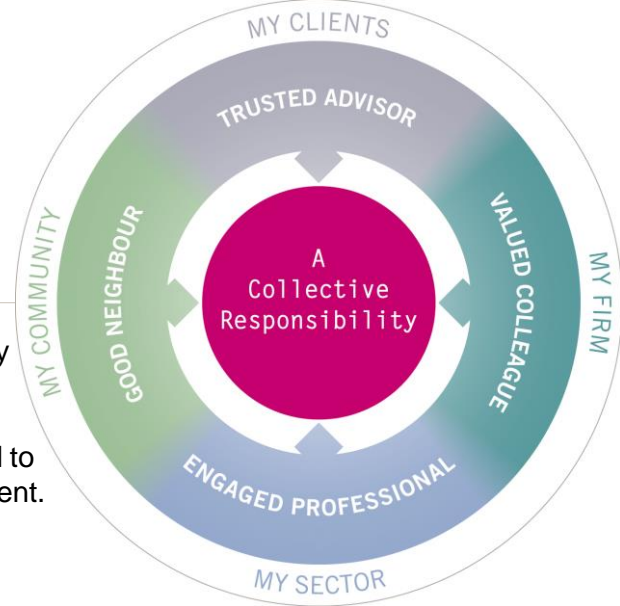
Health and wellbeing

Our office recognises the need to reconcile the demands that it makes upon our staff members with their need for different levels of support through periods in their career. A key way to do this is by flexible working arrangements which may be available to all employees along their entire career path at our Warsaw office.

Diversity and inclusion

Our Warsaw office is committed to providing an equal opportunity to everyone in recruitment, selection, training, promotion and conditions of employment. We also regularly organise office team building sessions to help everyone in the office integrate and feel part of the team. Both lawyers and business services people are invited to attend to enhance the links between our people and improve our effectiveness. These meetings are also an opportunity to present and discuss our social responsibility approach to all activities of our office.

Increasingly, we are also working on client events to build informal networks.



Local highlights

89

people

53

fee earners

4

secondments

1218

people benefited from our community investment programmes

18

organisations directly received support

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For example, we organised a dinner for female clients at the Business Centre Club in Warsaw. Several female general counsel and board members attended, and feedback was very positive.

Learning and development

All our people are also encouraged to take part in personal development activities. Examples of support in the last year include financing post-graduate studies, language lessons, participation in the global talent programme and in-depth, formal courses.

Performance management

We promote a high-performance culture in which constructive feedback is a regular occurrence, supporting development and encouraging high performance.

Community

Pro Bono

Warsaw lawyers provide free of charge legal aid as part of their work with the Centrum Pro Bono that coordinates the cooperation between legal firms and NGOs. The law offices are offered a list of issues from which they are able to choose those best suited to their fields of specialisation and the company's image; they are given a ready product in the form of a clear-cut case.

Law Clinic

Our lawyers continue to attend the Warsaw University Law Clinic, where they provide pro bono supervision and assistance to law students who help marginalised members of the community with matters such as family law, pensions and landlord disputes.

Environment

ISO 14001 certificate received!

The Warsaw office has successfully implemented the Environmental Management System and been provided with the ISO 14001 Environmental Management Certificate. Between January and April 2013, eight other Linklaters offices in Warsaw underwent the ISO 14001 external audit for the Global Environmental Management System. After implementing very few minor amendments required by the auditor, we passed, and we are now the ISO 14001 accredited. This is a huge success for not only the Warsaw Environment Team but also all of the Warsaw office employees.

The fact that we have managed to agree with our electricity supplier that 100% of energy consumed by our office would come from wind farms was also a huge success.

Case studies



Pro Bono

In the last few months, legal advisor Janusz Dzianachowski and advocate trainee Justyna Kowalczyk, from the Linklaters office in Warsaw, joined by lawyers from other Linklaters offices, have been offering pro bono support to a project run by the International Center for Advocates Against Discrimination (ICAAD). The project involved the preparation of a global map of structural discrimination. ICAAD is a non-profit organisation promoting human rights and acting towards fighting discrimination. In their work on the project, Warsaw-based Linklaters lawyers concentrated on UN reports in order to identify different forms of discrimination and regions ready for reforms. In the future, the project's results will help ICAAD prepare model legislation while supporting grass-root mobilisation, lobbying and legal training.



Studying for Work

Another one of our initiatives is Studying for Work, the goal of which is to develop skills, aspirations and experience among young people. Similarly to previous years Linklaters also in 2013 became the content-based and financial guardian for a team of students of law at the University of Silesia in Katowice participating in the Willem C. Vis International Commercial Arbitration Moot competition in Vienna. Lawyers from the litigation department were also involved in further support provided to students of law and legal profession trainees through participation in the mentoring programme aimed at allowing recent graduates to develop their professional aspirations under the guardianship of junior lawyers/legal advisors.



“Linklaters’ **‘top-notch team’** is valued for its **‘well coordinated and seamless support’** and is **‘excellent across the board.’**”

Legal 500 EMEA 2013, Poland
