

Linklaters

CR / Moscow

Linklaters Moscow has a well-established Corporate Responsibility programme. At the heart of this programme is one core objective to understand and respond to the needs of our clients, our people and our local community. In doing so, we aim to build strong, long-term relationships with all of our key stakeholders.

Clients and markets

International outlook; local knowledge

Our clients need globally-minded, world class lawyers. We encourage all of our people, both legal and support staff, to develop their international experience by spending time in another Linklaters office at a suitable stage in their career.

Our ethical obligations to our clients, our people and the broader marketplace are always at the forefront of our thinking. When deciding whether to take on a new client or new work, we consider each case individually, working closely with our global risk management team to ensure that there are no commercial conflicts or ethical concerns.

When our clients have needed additional support in their legal departments, we have assisted by making staff available for secondments. This also helps us to understand our clients better, which in turn enables us to provide a better ongoing service.

We also support our clients by running seminars. These may cover legal hot topics that we want to bring to the attention of clients or they may be bespoke sessions covering areas of law that our clients have asked to hear about.

People

Personal development and wellbeing

The success of our business depends on our maintaining a highly skilled, diverse and motivated workforce. We support our people at every stage of their careers by providing high quality, specialised training and access to complex, multi-jurisdictional work. We also provide paid study leave and financial sponsorship to those pursuing a relevant professional qualification.

The wellbeing of our people is of paramount concern to us. We support our staff by providing, for example, flexible working arrangements, a comprehensive insurance package for members of staff and their families and flexible benefit schemes. We also provide a very popular sports club allowance. The office even has its own ice hockey team!

We will always do as much as we can to help our staff in unforeseen times of trouble and we provide both financial and emotional support in these situations.

For the last three years, the firm has run a Global Engagement Survey. In response to the results for our office, we have established "People Forums" to explore some of the issues further and identify possible solutions.

Community

Active engagement

Our approach to community investment is to build long-term relationships with the charities and community groups that we support. All donations and grants are targeted to deliver significant and lasting benefits for our community.

In addition, our staff in Moscow make regular personal contributions to various fund-raising initiatives. Most recently, our people took up our "Become Santa!" challenge, selecting and purchasing New Year gifts for children living in the SOS Children's Village in Vologda.

We actively encourage our staff to participate in voluntary work. For several years running, just before New Year, volunteers from the Moscow office have provided assistance at a soup kitchen that supports elderly Muscovites on low incomes. In June, our volunteers also helped at a summer party for refugee children, organised by MPC Social Services, a Moscow-based charity.



Local highlights

9

Not-for-profit organisations supported

25%

Staff involved in volunteering in the community

14

Secondments from other Linklaters offices

4

Secondments to other Linklaters offices

28,900

Hours of training, know-how and learning

Contacts

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Environment

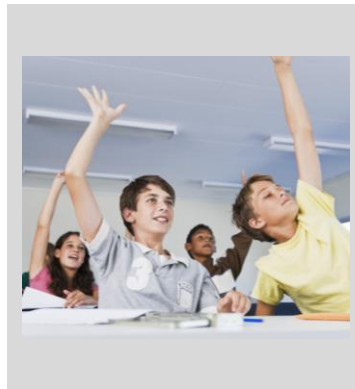
Managing our impact

As a business, we are aware of the impact we have on the environment and we regularly review our operations to ensure that this impact is minimised. For example, our waste paper and glass are recycled and our printers are set by default to print double-sided to reduce the amount of paper we use. We have also removed plastic disposable cups from our kitchens.

We operate IT systems which automatically shut down computer equipment that is not in use. Every evening, the software shuts down all PCs that are not being used while leaving equipment that is in use unaffected.

Face-to-face meetings are an important way of building relationships with clients and colleagues. Where possible, however, for meetings outside Moscow, we hold audio, video or online conferences in order to reduce the need for air travel, reducing our carbon footprint.

Case studies



Supporting Education

Step Up (formerly ROOF) provides educational opportunities for children and young adults from Russian orphanages. We have been supporters of Step Up since 2004. This year, we continue to fund its specialised educational programme for orphans. We also acted as sponsors for the first Moscow Charity Clay Shoot, of which Step Up were the main beneficiaries. We are also keen supporters of the organisation's theatre and drama projects.



Supporting children's health

The Children's Oncological Hospital in the Moscow region town of Balashikha is one of the few specialist hospitals near Moscow that provides treatment for children with cancer. We have supported the hospital for the last six years. This year we provided funding for the purchase of essential medical equipment.



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"It's **not always easy** to find time to volunteer but, when I have had the opportunity, I often come away thinking, "That's **the best thing I've done** in ages". I really admire the dedication and commitment of the people who work for these charities. Seeing the work they do – and being a part of it, even for a short period of time – is such a **reality check**."

Staff Member

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