

Corporate Social Responsibility Policy



Corporate Social Responsibility Policy

Our CSR Policy

As a firm we recognise the importance of giving, helping and supporting not just those who work for us but also our clients and suppliers.

At PDT we are committed to supporting each other in the work we do. We care about the environment in which we work and the impact that we have as a business on the wider community. Our core commitments include a commitment to look after each other and those around us. This means recognising that being in business is not just about building a commercially successful law firm, but also about allowing everyone who works for us the opportunity to give and help in a way they want.

Our Commitments

- Committed to the success of the firm and committed to the success of each other
- Committed to creating a culture that is supportive, collaborative and inclusive of all
- Committed to looking after each other and supporting each other in the work that we do
- Committed to the delivery of excellence in the clients' experience

Our Key Objectives

Our CSR policy focuses on the following key objectives:

Objective	Details
1. Respecting our employees	Providing all employees with good working conditions and equal opportunities, improving their work experience through training and support, and developing their intellectual capacity for their greater benefit and quality of life. Our strategies will centre on: <ul style="list-style-type: none"> • Engagement – how we engage with our employees (and potential employees) ensuring they are given an active role in the continuous evolution of PDT; • Development – creating opportunities, promoting development and investing in learning so our employees can fulfil their growth potential and enhance their careers; • Inclusivity – fostering a culture where status is not a barrier to effective, cross-functional team working; where bright ideas are encouraged and supported and where everyone understands what each other does and what they could do; • Flexibility – harnessing technology to work smarter and questioning (in a positive way) traditional workplace practices.
2. Health and safety	Making sure that providing a safe working environment is embedded in all our activities and processes.

<p>3. Environmental Impact</p>	<p>Making sure that in managing our business development activities we maximise recycling opportunities and minimise the risk of pollution, waste and nuisance to neighbours. This means identifying effective ways in which we can reduce the impact of what we do on the wider environment. Initiatives include:</p> <ul style="list-style-type: none"> • increasing our use technology to reduce travel; • encouraging car sharing; • promoting the ‘cycle-to-work’ scheme; • building on our existing recycling practices; • reducing paper usage’ in our business; and • working with eco-friendly suppliers.
<p>4. Sustainable development</p>	<p>Recognising the longer-term impact of what we do as a firm on our employees, clients and suppliers, and the communities we serve</p>
<p>5. Relationships with Clients</p>	<p>Being responsive to client needs and providing a service that intrinsically incorporates social responsibility as a desired objective.</p>
<p>6. Suppliers</p>	<p>Treating all our suppliers fairly. We aim to encourage lasting business relationships with our suppliers by sharing our knowledge, as well as understanding their business and goals and helping them to achieve the same.</p>
<p>7. Community involvement</p>	<p>Embracing charitable giving and engagement with local communities through funding, support and work experience programmes. Examples of current and proposed activities include:</p> <ul style="list-style-type: none"> • Primary Schools - Identifying local primary schools who may need help with learning support - listening to the children read and, if required, providing cultural and educational information. • Charities – Identifying charity and fundraising initiatives. Each year we will nominate a charity to support for 12 months. • Blood Donating - Encouraging our employees to donate blood at a local organisation to help save lives of those in need of blood transfusions. • Volunteering at a local Animal Sanctuary - Helping out at a local animal sanctuary and assisting with the treatment and care of the affected animals. • Feeding the Homeless - Working with a local homeless charity – supporting what they do by donating clothes, books etc and volunteering regularly to supply hot food and shelter.
<p>8. Ethos</p>	<p>We will at all times encourage high standards of professionalism throughout the firm and promote best practice in respect of ethical behaviour. As a firm we are committed to develop and promote the firms values and culture, not just by sharing these with others but talking about and most of all living it.</p>

Corporate Social Responsibility Strategies

Business Ethics

To achieve the objectives of our CSR Policy we have identified a number of strategies. These strategies focus on four core areas: our employees, our clients and suppliers, the local community and the environment. Underpinning these strategies are the following core business ethics:

- acting responsibly;
- being sustainable; and
- developing lasting business and employee relationships

<u>STRATEGIES</u>			
Acting Responsibly/ Being Sustainable/ Developing Lasting Business and Employee Relationships			
Employee	Clients and Suppliers	Local Community	The Environment
Engagement <ul style="list-style-type: none"> • Listening • Evaluating • Measuring 		Skills Transfer <ul style="list-style-type: none"> • Schools 	Travel <ul style="list-style-type: none"> • Technology • Getting to work • Getting to clients
Learning and Development <ul style="list-style-type: none"> • Promoting Development • Maximising Talent • Training 	Learning and Development <ul style="list-style-type: none"> • Provider of training • Reciprocation of work and goals 	Localised Initiatives <ul style="list-style-type: none"> • Providing volunteers • Local training opportunities 	Waste <ul style="list-style-type: none"> • Recycling • Reusing
Inclusivity <ul style="list-style-type: none"> • Working together • Sharing knowledge • Understanding the business 	Inclusivity <ul style="list-style-type: none"> • Working together • Sharing knowledge • Understanding their business 	Fundraising <ul style="list-style-type: none"> • National • Local • Crisis appeals 	Consumption <ul style="list-style-type: none"> • Office Supplies • Energy
Flexibility <ul style="list-style-type: none"> • Harnessing technology • Working efficiently and effectively 	Fundraising <ul style="list-style-type: none"> • Crisis appeals • National 		

CSR Programme Structure

Programme Structure

Our CSR programme is devised by an action group drawn from across the firm. Each member of the action group is given responsibility for an area they want to promote, and they will then generate ideas and feed back on progress. There are no limitations on how many activities anyone can join.

The Action Group

The role of each member of the action group is to ensure ideas support the overarching CRS Policy objectives, and to build a consensus within the group for suggested ideas and plan and execute any agreed actions. This includes project management of the initiatives, allocation of roles and responsibilities and liaising with the PDT Partners to obtain approval and budget.