

## OUR PEOPLE

### SUMMARY AND HIGHLIGHTS:

At Holding Redlich we are committed to creating a diverse and inclusive workplace in which all our people can thrive in a supportive and rewarding environment. By creating an environment in which our people feel fully supported in all aspects of their work life, we believe this in turn, allows us to retain our people and provide the best service to our clients.

The People and Development team is responsible for the creation and implementation of business critical initiatives that support Holding Redlich in its commitment to creating this environment; and which allows our people to feel set up to succeed.

The firm has several initiatives in place to drive the efforts in the space of well-being, performance, gender equality, diversity and inclusion and is always considering how it can further support their people.

### INCLUSIVE WORKPLACE

**POLICY**

**INITIATIVES:**

- IDAHOBIT Day • Wear it Purple
- Law Council D&I Charter

### GENDER EQUALITY

**INITIATIVES:**

- Employer of Choice for Gender Equality
- Equitable Briefing Commitment (CommBar/LCA/etc) • International Women's Day
- Law Council D & I Charter

**POLICY**

**GENDER PROFILE**

- 33% FEMALE PARTNERS
- 69% FEMALE LEGAL STAFF
- 79% FEMALE NON-LEGAL STAFF

### ENVIRONMENTAL MANAGEMENT

**INITIATIVES:**

- CitySwitch Green Office
- Green Star rated buildings 4-6 star
- National Greenhouse and Energy Reporting (NGERs) compliant reporting
- Earth Hour • World Environment Day • NABERS ratings
- National Recycling Week • Food waste composting
- World environment Day • Green Teams

**POLICY**

**ENV. IMPROVEMENT TARGET**

IN DEV'T

### GREENHOUSE GAS EMISSIONS

**GROSS**  
1,309t – 2.6t/employee

**SCOPE ONE**

- 0.00%
- 0.00%
- 0.23%

2.9t  
0.23%

**SCOPE TWO**

- 78%
- 0.00%

1,015t  
78%

**SCOPE THREE**

- 21%
- 0.82%

291t  
22%

**NET**  
1,309t – 2.6t/employee

### PAPER USAGE

**CERTIFICATION:**

- PEFC • NCOS

27,834kg  
99%

Recycled content

### RECYCLING

**OFFICES**

- 100%
- 100%
- 100%
- 100%

% office availability

### PSYCHOLOGICAL WELLBEING

**INITIATIVES:**

- Psychological support/EAP
- Mental health first aid training and support
- Mindfulness and Stress Management Training • R U OK? Day programs

**STAFF SURVEYS**

### PHYSICAL WELLBEING

**INITIATIVES:**

- Ergonomics • Fitness and wellbeing awareness and promotion
- Flu vaccinations • Fruit boxes • Work based physical fitness • Team events participation

**STAFF SURVEYS**

### FLEXIBLE WORKPLACE

**INITIATIVES:**

- Career break/Sabbaticals
- Carer's leave • Childcare
- Flexible hours of work • Job sharing
- Part time options • Phased retirement • Purchase Leave • Religious and Ceremonial Leave • Study leave
- Remote working tools and systems • Time in lieu • Unpaid leave

**POLICY**

18 WEEKS PAID PARENTAL LEAVE PRIMARY CARER

2 WEEKS SECONDARY CARER

92% RETURN TO WORK AFTER PARENTAL LEAVE

### CODE OF CONDUCT / RISK MANAGEMENT

**POLICY**

- CODE OF CONDUCT TRAINING
- COMPLAINTS & GRIEVANCE MECHANISM
- RISK MANAGEMENT PLAN
- BCP OR ERP

### SUPPLIER CHAIN MANAGEMENT

**SUPPLIER STANDARDS COVER:**

- Community Development
- Environmental Impacts • Fair Consumer and Competition Practices • Fair Labour Practices
- Gender Equality • Human Rights
- Indigenous Inclusion

NSW STATE LEGISLATION PARTICIPATION

FEDERAL LEGISLATION PARTICIPATION

### SUSTAINABILITY REPORTING

AUSTRALIAN LEGAL SECTOR ALLIANCE

IN DEV'T

### LEGAL PRO BONO

Further information from AusLSA

The below icons provide limited information about the firm's legal pro bono commitment. More extensive information is reported by the Australian Pro Bono Centre and on individual firm's websites.

STRATEGY

DATE SET

PRO BONO CENTRE TARGET

### NON LEGAL VOLUNTEERING

**INITIATIVES:**

- Blood donations
- Boards • Charity events and appeals
- Organised volunteering activities

NON-PROFIT/ COMMUNITY PARTICIPATION

NON LEGAL VOLUNTEERING ACTIVITIES

### CHARITABLE GIVING

**INITIATIVES:**

- Charitable Foundation
- Corporate donations
- External events and appeals
- Internal appeals and collections
- Workplace giving matching
- Workplace giving programs

30% PARTICIPATION IN CORPORATE GIVING

### INDIGENOUS RECONCILIATION

**INITIATIVES:**

- Cultural awareness training
- NAIDOC Week activities • National Reconciliation Week • Pro bono support
- Reconciliation Action Plan • Collaboration for reconciliation

**POLICY**

RAP REFLECT ACTION PLAN LEVEL

# 2020 AusLSA SUSTAINABILITY PROFILE

## HOLDING REDLICH

Headcount: 494 (FTE) Floor Area: 12,242m<sup>2</sup>

With origins dating back to the 1950s, Holding Redlich has a long history of delivering excellent results for our clients. We are a large national commercial law firm with offices in Melbourne, Sydney, Brisbane and Cairns. We comprise 500 people, including partners, and our annual revenue is approximately \$100 million.

We provide practical solutions tailored to our clients' needs, underpinned by the very best legal thinking and expert industry knowledge. But it takes much more than great law to build enduring partnerships – our aim with every client. We understand that our role is to look after our clients and their best interests.

We act for a number of Australia's largest public and private companies, addressing some of their most complex and important business issues. We provide our clients with legal, commercial and strategic solutions founded on our legal and industry experience.

## OUR GOVERNANCE

### SUMMARY AND HIGHLIGHTS:

As a law firm it is our personal and professional duty to know the law, and to apply and comply with. Our legal practice is governed by laws, regulations and the common law.

Client Commitment Charter outlines our commitment to provide high quality client service in all interactions with our clients without discriminations.

Quality Assurance Framework ensures we provide the highest quality and updated advice in order to meet risk management requirements.

Risk management team responsible for implementing risk minimising practices and policies, conducting procedures that reduce risk, as well as managing the business continuity plan.

Sustainability Committee manages the sustainability of our services, including environmental sustainability and monitoring our supply chain for risks related to modern slavery.

Numerous policies to ensure our staff have safe and flexible working environments.

Diversity and Inclusion Committee to encourage a safe environment where all our people feel included.

For the first time since our establishment, Holding Redlich has achieved consolidated revenue of +\$100M in FY2019-2020, requiring us to report on risks of modern slavery within our operations and supply chains and actions to address them Awarded the Workplace Gender Equality Agency WGEA Employer of Choice award in 2020.

## OUR ENVIRONMENT

### SUMMARY AND HIGHLIGHTS:

Holding Redlich aims to promote best practice sustainability commitments and performances to further reduce our impact on the environment by implementing programs and policies to improve our sustainability impact.

Our organisation-wide approach is led by our Sustainability Committee, whose purpose is to support and encourage all Partners and staff to improve their environmental awareness and actions at work, while helping the firm pursue its goal of carbon neutrality.

## OUR COMMUNITY

### SUMMARY AND HIGHLIGHTS:

Holding Redlich's legal practice is underpinned by a strong commitment to human rights and social justice. The three main components of the firm's community work are its pro bono program, workplace giving program and Reconciliation Action Plan.

The firm's pro bono program is an integral part of its work and culture in fulfilling its commitment to human rights and social justice. The work performed through our pro bono program covers a number of areas of law and groups of people, including refugees and asylum seekers, First Nations peoples, women and youth at risk, elder abuse, the arts, employment law and discrimination, and charities and not-for-profits.

The Holding Redlich Social Justice Fund (workplace giving program) receives individual contributions from partners and staff, with all individual contributions being matched by the firm. The Fund makes biannual donations to our charity partners, and currently focuses on supporting vulnerable young people and women experiencing family violence.

Holding Redlich recognises that we have a responsibility to take genuine action to engage in and promote reconciliation. The firm's RAP provides a framework for supporting the national reconciliation movement. We are committed to respecting cultures, building relationships and creating opportunities for First Nations peoples.