

Environmental, Social, and Governance Annual Report 2023





“

The commitment to our ESG activities is an essential part of our growth journey; an integral part of who we are today and where we want to be in the years to come.

Gordon Stark, CEO

A message from Gordon Stark, CEO

Whilst you may notice a change of branding and style to this year’s report, our commitment to being a sustainable and responsible business remains.

Working in partnership with our owners, Sovereign Capital Partners, we have continued to expand our dedication to ESG initiatives in 2023, becoming even more integral to who we are as a business, and how we operate with our clients, partners and colleagues.

Our focus on ESG is driven by the desire to make a positive impact through our actions in our communities and furthermore, a knowledge that we have a responsibility to contribute positively to the world around us. The commitment to our ESG activities is an essential part of our growth journey; an integral part of who we are today and where we want to be in the years to come.

It is once again my privilege to write the opening words to this annual report, however, as always, a huge thank you must be extended to the many Murgitroyd colleagues who dedicate their time to passionately and consistently advancing our ESG agenda.

A particular thank you goes to Beth Marshall who continues to lead our Impact group, co-ordinating our work and education around the different areas in this report.

This report is always a pleasure for me to read. To see how much Murgitroyd has achieved over the last 12 months in our commitments to ED&I, the environment, charitable giving, governance and our communities fills me with pride for the company we are, and the people who make it.

A vast amount of work goes on behind the scenes to bring this report together each year, not only from those colleagues who are in our Impact and Trailblazers teams, but more broadly, colleagues who get involved. Whether it be litter picking in our local towns and cities or taking part in a 24-hour relay race, our ESG initiatives truly unite our global offices for one shared goal.

I would like to extend a sincere thank you to everyone who has helped us to continue our ESG work, including the community partners and organisations, who have enabled us to advance our initiatives throughout 2023. I continue to be inspired and proud of my colleagues and the achievements of our ESG efforts, and their ongoing contribution to Murgitroyd’s ESG agenda.

Executive Summary

Equity, Diversity, & Inclusion

Our awareness and training focus for 2023 has been on neurodiversity, following requests from colleagues in our 2022 engagement survey.

Our racial awareness training is being transitioned to form part of our induction programme to ensure all colleagues entering the business receive this training.

We ran our third engagement survey with a response rate of 80%, an increase of 8% on 2022 and 15% on 2021. The results of this survey have been useful for analysing both our company demographics and gauging colleague perceptions of our company activities.

Mental health and wellbeing continues to be a priority and to date we have 11 Mental Health First Aiders who are available to provide support and guidance to colleagues. We have also engaged a specialist service to provide counselling and coaching to neurodivergent colleagues, and support to our HR and management teams.

We held our third virtual open day for graduates who may be interested in the IP industry. As we had received extremely positive feedback from our earlier open days, we extended this initiative and held our first open day for paralegal roles.

Environment

Our carbon footprint report shows an increase in emissions for 2022/2023. This can be attributed to both an increase in business travel post-Covid, the significant growth the company has recently undergone, and improved data availability, reducing reliance on benchmarks and providing increased accuracy of calculations.

We continue to engage colleagues with initiatives and activities around environmental causes, which this year has included Fairtrade supply chains and products, Earth Day, and World Environmental Day.

We have moved away from gifting branded merchandise or similar, and now purchase carbon offsetting or avoidance gifts that can be provided to our business contacts at networking events and conferences.

Governance

We have updated our internal Anti-Bribery and Corruption Policy providing further real-world examples to help colleagues recognise activities that may be contrary to the Policy.

Our GDPR policies have been updated for 2023/2024 and colleagues have received corresponding training.

A new Compassionate and Bereavement Leave policy has been introduced, to formalise our recognition of non-traditional families.

Charitable Giving

We are proud to support colleagues in their fundraising efforts, and in 2022/2023 we have made donations to charities and organisations including hospices, animal welfare, neurological research, men's health support and mental health support.

In addition, Murgitroyd has supported numerous national and international charities, including in response to emergencies and disasters, to support ED&I organisations, and to help tackle poverty.

Community Outreach and Engagement

2022/2023 saw an increase in in-person opportunities to attend careers fairs and information events at local schools, at which we have provided information about the IP industry, subject choices, and interview skills pointers.

We have provided donations of warm clothing to local schools and communities, and basic household items that can be used to make up starter packs to help people get on their feet as they move into a new home.

We have introduced our “Making a Difference Moments” initiative where colleagues can tell us about the volunteer work they do, and the organisations they support. Each month we pick a colleague and make a donation to their cause, celebrating their contribution and raising the profile of the charity, organisation, or initiative.



Trailblazers

Our Trailblazers team works to foster the company culture and support the company values of trust, unity, and confidence, through regular initiatives aimed at bringing colleagues together and promoting wellbeing.

In 2023 colleagues took part in Spring into Summer, a three-month initiative that linked with each of the ED&I, Environment, Charitable Giving, and Community Outreach and Engagement groups.

Colleagues were encouraged to spend time focusing on wellbeing, and the time recorded by each office on wellbeing-related activities was used to calculate a corresponding donation to a charity nominated by each office. The initiative culminated with a community activity, including litter picking, bake sales, and collecting pre-loved clothes for donation to local charity shops.

This year also saw the launch of the Murgitroyd Book Club, an opportunity for colleagues across the company to meet virtually for a chat and to discuss the nominated book. Our social channel is filled with discussions of all-time favourite reads, what we're currently reading, and reviews and recommendations!



Equity, Diversity & Inclusion

As a company with a diverse and growing workforce, we strive to ensure our colleagues feel valued, included, and safe to be themselves at work.

Our ED&I group plays an essential role in this, raising awareness across a variety of topics, signposting to resources for colleagues, and identifying and facilitating training on ED&I matters throughout the year.

Each year we run a company-wide engagement survey, facilitated by an external provider, through which colleagues can provide anonymous feedback on what the company is getting right, and what they feel we can be doing better. In our 2022 survey, a number of colleagues indicated they would like to know more about neurodiversity. In response, we held a company-wide webinar providing information on different types of neurodiversity and how we can best support neurodivergent individuals in and out of the workplace as well as continuing to educate and offer support regarding neurodiversity.

One way in which we have done that is by engaging a specialised counselling service to work and assist neurodivergent colleagues, if requested, to coach and provide advice, as well as supporting our HR team and ultimately our Line Managers in the process. This has been in addition to our continued focus on mental health and the general wellbeing of our colleagues. At present we have 11 fully trained Mental Health First Aiders within the company and continue to provide colleagues with access to a third-party counselling service where that may be of benefit to them. We continue to provide training on racial awareness, and we have begun the process of transitioning the programme to be included as part of our induction programme following successful workshops with our senior leadership team.

Additional training has been provided on topics such as dementia, men's mental health and suicide prevention. We have also highlighted advice and information throughout the year, often in line with related awareness days, on subjects such as stress awareness and management, general mental health, and health conditions such as epilepsy, arthritis, endometriosis and many more.

We held our third annual virtual open day for interested individuals to find out more about being a patent attorney at Murgitroyd, and the IP profession generally. As a result of positive feedback received from these open days, we also held our first open day for paralegal roles in the business. Again, this was well attended and very positively received.

We are excited to co-launch the European Patent Pipeline Programme (EPPP) with industry partners, following in the footsteps of the Patent Pipeline Program (PPP) in the US, developed by the National Council on Patent Practicum. Launched in 2023, the EPPP has been created to widen access to the private practice patent attorney profession, by offering STEM students the opportunity to experience life as a patent attorney through a unique internship. We have been supporters of the PPP for several years and are delighted to have the opportunity to extend this incredibly successful program into Europe.

Equity, Diversity & Inclusion

Staff Data Headlines

In 2023 we engaged an external consultancy to prepare and run our third company-wide engagement survey. We were delighted to achieve a response rate of 80%, an increase of 8% on 2022 and 15% on 2021.

Key points from the survey are shared below.



Our metrics

22 global offices with 482 employees worldwide



Engagement

80% of colleagues completed our EDI questionnaire



Diversity of our people

Gender
62% of our employees are women, 1% are gender neutral

Ethnicity
15% of colleagues are ethnic minorities

Disability
4% of colleagues have disclosed a disability



Impact champions

31 Colleagues



Impact teams

Equity, Diversity & Inclusion

Charitable Giving

Community Outreach and Engagement

Environment



Training undertaken

Graduates
31 Trainees progressing through Patent and Trade Mark exams

Other
43 employees undertaking training in their specialist areas



Culture

Of colleagues who completed the survey:

85% agreed or strongly agreed they could count on their colleagues for support

81% agreed or strongly agreed they were treated with respect as an employee

ED&I Internal Training and Events

Focus on Race Training

In 2020 we engaged an external specialist consultancy, Focal Point Training, to develop and run racial awareness workshops for staff across the company. The workshops provided a safe, non-judgmental space for colleagues to learn about racism and how to be anti-racist.

Over 110 senior staff have now attended, each of whom were tasked with holding team sessions to review and discuss the course contents with close colleagues who had not attended the course.

As the majority of our senior colleagues have now received the training, we are transitioning to delivering racial awareness sessions as part of our induction programme for new starters. The training is also available to all colleagues to access at any time through our virtual learning platform.

Gender Equity

For **International Women’s Day 2023**, we celebrated the incredible women that we are fortunate to have across the company, each of whom demonstrate leadership, determination, dedication, care, ambition and support.



Following our first gender pay gap analysis, we have identified some areas which require adjustment, and we continue to work towards full gender equity and parity at all levels across Murgitroyd.

A copy of our Gender Pay Report for 2022 is available here:

www.murgitroyd.com/legal/gender-pay-report

We also celebrated **International Day of Women and Girls in Science**, making a charitable donation to the Malala Fund. The Malala Fund strives to overcome barriers preventing girls’ education across the world.

The company has also supported colleague mentoring via the STEM Passport for Inclusion in Ireland. The Passport supports and promotes STEM education and careers to socially-economically disadvantaged girls across Ireland, and works to improve equity and diversity in STEM careers.

Dementia

As people typically stay in work for longer before retirement now, and with detection and diagnosis of dementia improving, it is increasingly likely that we will be working with colleagues who have dementia.

As part of our focus on neurodiversity, we welcomed a representative from **Dementia UK** who provided us with a dementia awareness masterclass. The masterclass included information around the different types of dementia, common symptoms, and tips for communication; working with and supporting colleagues with dementia, and those who are carers; and some health and lifestyle tips for reducing the risk of developing dementia later in life. Some myths around dementia were also highlighted and clarified.

It was extremely valuable to learn more about how best to work with individuals with this condition, and how to help and support colleagues who may be caring for family members.



Equity, Diversity & Inclusion

Mental Health – Blue Monday

The 16th of January is now commonly known as “**Blue Monday**”, allegedly the most depressing day of the year – particularly if you live in the Northern hemisphere, where the long nights and cold weather at this time of year can feel interminable and can contribute to Seasonal Affective Disorder (SAD).

This year, we provided colleagues with a host of ideas for how to help their mental health and wellbeing, such as nurturing social connections, mindfulness, exercise routines and trying new activities.

Mental Health – Suicide Prevention

For **International Men’s Day** 2022, in recognition that suicide is a leading cause of death in men under 50 in the UK, we invited a speaker from suicide prevention charity The Canmore Trust to give a talk to colleagues on mental wellbeing, understanding the factors influencing suicidal behaviour, and how to construct and implement a suicide safety plan for themselves or for others. The talk was incredibly powerful and moving, and provided invaluable guidance on how we can do better in the education and prevention of suicide at home, at work, and in our communities.

Menopause

For **Menopause Awareness month** in October 2022, we held a menopause awareness webinar, for all colleagues, facilitated by consultants Women of a Certain Stage. The aim of the webinar was to promote openness around the topic of menopause and help colleagues feel more comfortable discussing it, since we will all either know somebody or work with somebody going through the menopause at some point. The webinar also sought to demystify menopause, and gain a better understanding of how to support colleagues navigating it.

LGBT+

We have marked several important LGBT+ related dates across the year.

For **International Trans Day of Visibility**, we took the opportunity to celebrate the resilience of the trans community, and the dignity and strength of trans individuals. While trans people are gaining improved legal protections in many countries, and obtaining greater visibility in media

and entertainment roles, there continues to be a rise in anti-trans misinformation. We believe that everybody deserves to live their lives without fear, discrimination, and prejudice, and we support to our trans colleagues, friends, and family members in their search for acceptance and recognition through open conversations and improved education and awareness.

International Day Against Homophobia, Biphobia, and Transphobia is held on 17 May every year, coinciding with the date in 1990 that the World Health Organisation declassified homosexuality as a mental disorder. The day was created in 2004 to draw attention to the persecution still suffered by LGBT+ individuals.

This year’s theme was “Together always: United in diversity”, emphasising the importance of communities, allyship, and solidarity.

We celebrated **Pride** month as a company, and challenged colleagues to find images of rainbows as part of this year’s Trailblazers Spring into Summer initiative (see page 35 for more on this!).

Some colleagues also attended their local Pride marches, such as the Dublin Pride parade which celebrated its 40th anniversary in 2023. This was coupled with other major milestones such as 50 years since the first LGBT group was founded in Dublin, in Trinity College, and 30 years since the decriminalisation of homosexuality in Ireland.

International Non-Binary Day is held annually on 14 July, and to mark this date we circulated an informative article about the day around colleagues in order to raise awareness and educate ourselves on what it means to be non-binary.

We have provided LGBT+ training to all colleagues in 2023, and plan to continue this into 2024.



External Training and Events

As part of our ongoing education and development, colleagues have attended several externally-led training, networking, and awareness-raising events. These are listed in Appendix 1.

Awareness Raising

Part of the work the ED&I team are tasked with is to mark cultural events and to raise awareness among staff around what each event means, and why it is important.

Each year we publish a **diversity calendar** that highlights key events with personal significance to our colleagues. In addition to raising awareness of these events generally, the calendar also serves as a reminder to leaders in the business of times that colleagues, clients, and suppliers may be observing particular religious or national festivals.

In 2022/2023 we have marked or celebrated many events over and above the ED&I calendar, raising awareness among our colleagues and opening dialogue on the issues or festivities behind each day, week, or month. A full list of the events we have observed in the past year is provided in Appendix 2.

EPPP, Open Days and Training

European Patent Pipeline Program

We have teamed up with industry partners and Generating Genius to extend the highly successful US Patent Pipeline Program (PPP) to Europe, in the European Patent Pipeline Program (EPPP), aimed at widening access to the IP profession. We have supported the US program for several years and are delighted to have the opportunity to develop a European equivalent.

The EPPP internship will run for the first time in summer 2024, and offers STEM students an opportunity for successful candidate(s) to gain work experience with private practice patent attorneys at Murgitroyd, our partners, and also within in-house IP teams.

Virtual Open Days

We have continued to hold virtual open days for interested individuals to find out more about Murgitroyd, the IP industry, and roles available within the company.

The open days help to improve accessibility to the profession, providing information, advice, and taster sessions for a wide range of people, including those who perhaps may not have been aware of the IP industry as a potential career path and want to explore it further but aren't sure where to start.

We held our third virtual open day in November 2022, with a cross-section of attorneys from across the company providing presentations on Murgitroyd, the profession, their role, and an example day in the life of an attorney. There was also a break-out activity with a brief exercise on inventions and invention spotting. The day was rounded off with a lively question and answer session.

The open days have been well attended, with over 50 attendees this year alone. Feedback from each of the events has been extremely positive.

We have been delighted to welcome two new graduates this year who have joined us to commence their training as Patent Attorneys.

As a result of the success of the Patent Attorney open days, we held a further virtual open day in 2022, focused on the role of a Patent Paralegal. This included an introduction to intellectual property, an introduction to Murgitroyd and our paralegal team, paralegal training and career paths in the company, and finally an opportunity for attendees to ask the team questions. We look forward to holding more open days highlighting different roles available in the IP industry in future.

Patent Camp – Trainee Patent Attorneys

We held our second Patents Camp this year as part of our induction for new trainee patent attorneys. The camp introduced our new starts to a mix of colleagues in the business, including some "older" trainees, and allowed them to meet the rest of the cohort that would be going through Murgitroyd's internal training programme alongside them.

Policies and Procedures

Our internal Company Handbook is available to all staff via our intranet which includes full details of our policies and procedures.

We have reviewed and updated our internal Equity, Diversity, and Inclusion policy to reflect

our ongoing commitment to ED&I within Murgitroyd, and updates that have occurred elsewhere in our Company Handbook. The policy sets out, among other things, the responsibilities of all levels of the company to ensure adherence to the policy, how we monitor compliance, and signposts to other relevant policies such as our Flexible Working policy.

We have introduced a Compassionate and Bereavement Leave policy. This policy recognises that family structures can be very different for different individuals, and the impact of loss can vary widely. The document also includes information on a number of resources that colleagues may find helpful when experiencing different types of loss, are caring for a loved one, or are recovering from a traumatic event.

A Retirement Policy has also been introduced in Murgitroyd. In addition to the procedural considerations necessary when a colleague retires, such as succession planning, the policy offers information and resources on how to adjust to this major life change. We also offer an employee assistance programme that brings in external professionals to counsel colleagues through the retirement process. Preparation for retirement is valuable both in and out of the workplace, and we are keen to support our employees in the lead up to and during this transition.

External Commitments

UK & Europe

Murgitroyd is pleased to continue our support of the **Mindful Business Charter**. The Mindful Business Charter is a commitment to tackle and reduce avoidable workplace stress, in both internal and external operations. While the workplace can never be completely stress-free, we recognise that there are ways of working differently in an effort to reduce unnecessary stress on colleagues, and improve mental health and wellbeing.

As a company, we have committed to the following key points of the Charter:

1. Drive forward the actions and change necessary to support the Mindful Business Charter.
2. Promote a culture where people can speak up early about any concerns that they might have with their wellbeing (or the wellbeing of colleagues).

3. Make performance against the Mindful Business Charter/responsible business a priority standing agenda item for all client and supplier relationship review meetings.
4. Ensure responsible business is included as an area of assessment during significant procurement processes.
5. Once points 1-4 have been established in the business, introduce the Mindful Business Charter to one new member every 12 months.

We also continue to be signatories to the **Race at Work** charter, formalising our commitment to the following steps:

1. Appoint an Executive Sponsor for race (our sponsor is Gordon Stark, CEO).
2. Capture ethnicity data and publicise progress.
3. Commit at Board level to zero tolerance of harassment and bullying.
4. Make equity, diversity, and inclusion the responsibility of all leaders and managers.
5. Take action that supports ethnically diverse employee career progression.

Murgitroyd additionally commits to supporting race inclusion allies in the workplace and including ethnic minority-led enterprises in our supply chains.

IP Inclusive Support and Activities

We continue to publicise IP Inclusive events internally and encourage colleagues to attend these.

In addition, we continue to contribute sponsorship to support IP Inclusive's ongoing work.



Equity, Diversity & Inclusion

Senior Leader's Pledge

Murgitroyd Directors Russell Thom (Glasgow), Catherine Coombes (York), and Steven Suèr (Aberdeen) are signatories to the IP Inclusive Senior Leaders' Pledge, which they have continued to work to uphold over the past year.

The Pledge is a commitment by each of the individual signatories – not organisations – to uphold eight high-level commitments alongside individual practical steps that the individual will follow. The eight commitments, set out by IP Inclusive, are:

1. Providing visible and proactive leadership to improve D&I in my organisation;
2. Taking D&I seriously at the highest level;
3. Embedding and valuing D&I throughout the organisational culture;
4. Building trust and safe spaces throughout the organisation;
5. Educating myself and my colleagues about D&I issues;
6. Sharing my privileges;
7. Insisting on equity; and
8. Working closely with HR and/or management colleagues to achieve this.

All three colleagues are actively involved in our ED&I work, such as wellbeing, training, colleague mentoring, neurodiversity, and mental health, and Catherine Coombes also sits on our ESG steering group.

Americas

It's not just in the UK that we focus on ED&I. Michael Chernoff represents the Americas, keeping us updated with current ED&I events and initiatives in North and Central America, and coordinating our ED&I efforts in the region.



Sponsorships and Pledges

Murgitroyd was pleased to support the **National Council on Patent Practicum**, Inc's 2023 Day of Diversity, as part of our continuing commitment to the Patent Pipeline Pledge.

The Pledge stemmed from a partnership between Meta and the National Council on Patent Practicum (NCPP) and aims to improve diversity in the IP profession through creation of a diverse and equitable pipeline into the industry. The PPP provides underrepresented minority groups with training, resources, and access to career opportunities in the patent profession.

The Pledge includes a commitment by companies to invest in equitable access to opportunities, training, and mentoring for diverse colleagues, and publicly advocating for and supporting organisations that work towards increasing diversity in the profession.

In 2023 Murgitroyd signed up to support **Advancing Diversity Across Patent Teams (ADAPT)**, an initiative that aims to make organisations' internal ED&I programs both accessible and scalable so that they can have an impact on diversity within the patent industry as a whole. We already strive to ensure that our ED&I activities are as accessible as possible, and have industry impact (for example, our virtual open days). We continue to develop aspects of our ED&I offering with these aims in mind.

Group Members



Nanna Bergh
Patent Support



Cara Kavinsky
HR Assistant



Rahila Bhat
Patent Scientist



Fiona McLachlan
Patent Scientist



Jay Buckley
Records Administrator



Lisa O'Brien
Senior Patent Attorney/
ED&I Group Leader



Clare Bulman
Patent Support



Mary Quinn
Director, Human
Resources



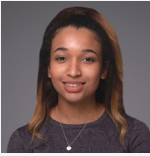
Laurence Cheney
Head of Global
Marketing Operations



Russell Thom
Managing Director,
Patents



Clare Collins
Patent Attorney



Electra Valentine
Patent Paralegal



Catherine Coombes
Director, Patents



Alex Winn
Records Paralegal



Laura Fè
Director, Patents

As part of our ED&I commitment, some colleagues have chosen not to have their photo included in this report, and we respect their right to privacy.

Environment



The Environmental group’s support is crucial to the business as we continue our route to achieving Net Zero. The Environmental group supports colleagues and the company to take action to help protect the environment.

The group’s work and aims include:

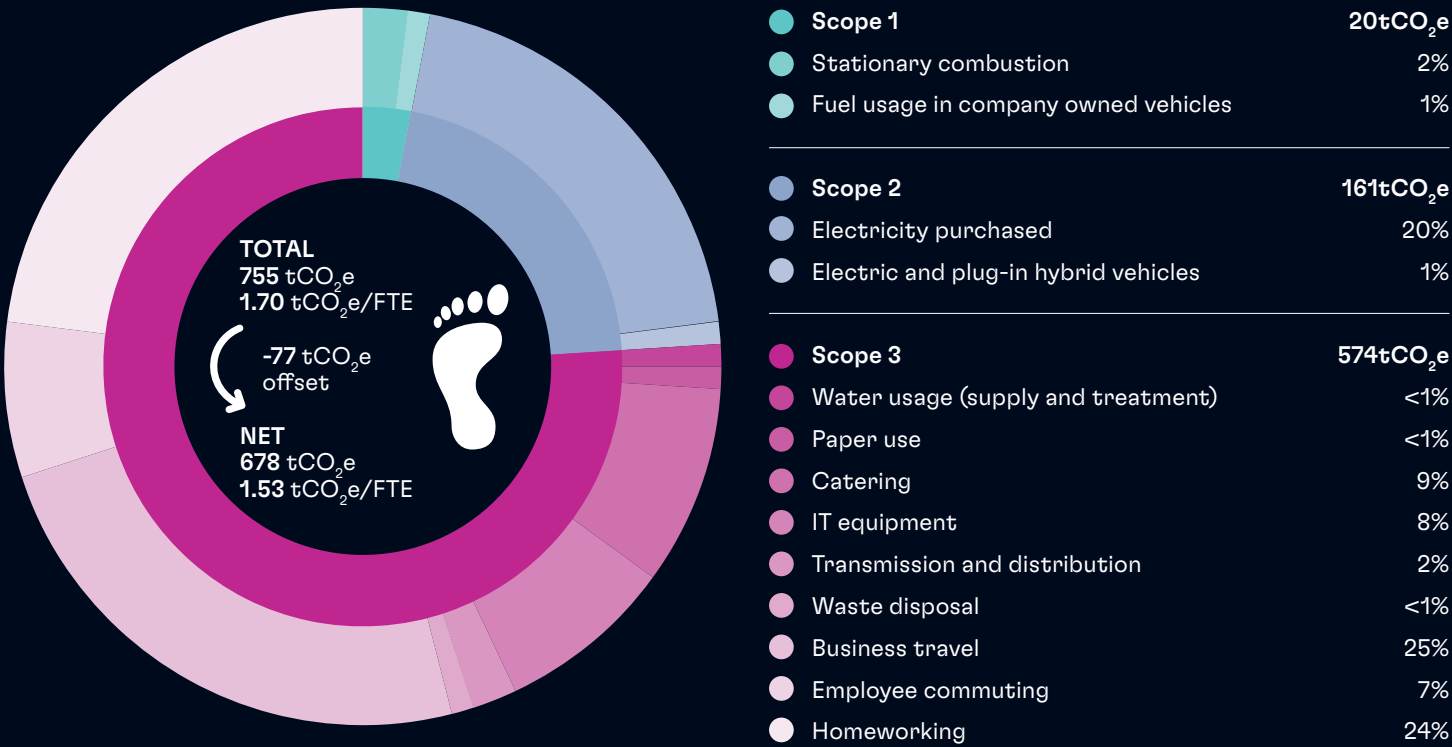
- 1. To lessen our environmental impact through monitoring and reducing our carbon emissions;
- 2. Raise awareness in the company of ways colleagues can reduce their personal carbon emissions, as well as reduce carbon emissions within the business;
- 3. Engage colleagues in environmental issues and initiatives; and
- 4. Identify environmental causes that colleagues and the company can support practically and financially.

2022–2023 saw challenges around the energy supply chain continue unabated. As with many businesses (and households), Murgitroyd has faced significant complexities in balancing costs with mitigating environmental impact, and this has been one of the key environmental challenges for the company in this period.

Carbon Footprint

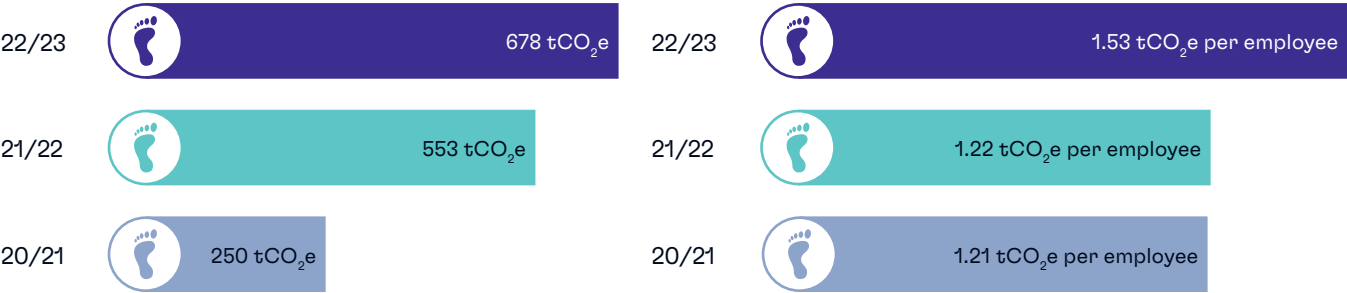
Our latest Carbon Footprint for the period June 2022 to May 2023 (Figure 1) shows an increase in overall carbon emissions and per employee compared to previous years. This is largely due to an increase in business travel post Covid-19, which in 2022-23 accounts for 25% of our

Carbon Footprint compared to 8% in the previous year. Scope 1 and 2 emissions have reduced in comparison to the previous two years, while Scope 3 emissions, which includes figures for business travel, employee commutes, and home-working, have increased.



▲ Figure 1 - Carbon Footprint Summary (Ensphere Group, 2023)

Environment



▲ Figure 2 - Greenhouse gas emissions compared to previous years (Ensphere Group, 2023)

In total, 755 tCO₂e (tonnes of carbon dioxide equivalent) have been recorded. There was an offset of 77 tCO₂e via a Gold Standard offsetting project, which resulted in a net carbon footprint of **678 tCO₂e** equating to **1.53 tCO₂e per employee**.

This is the third carbon footprint report produced for Murgitroyd by Ensphere. A summary of the greenhouse gas emissions for the past three years is included in Figure 2 above.

It should be noted that in the first year (2020/21), normal business was significantly disrupted due to COVID-19 with the associated travel restrictions and home-working markedly reducing our carbon footprint that year.

Murgitroyd’s 2022/23 carbon footprint shows an increase in overall emissions in addition to an increase per employee, partly driven by the Company’s considerable growth in the past 12 months. Additionally, and importantly, data availability has improved compared to previous years - reliance on benchmarks and assumptions for this year was much lower than in previous years, which has translated into a more accurate calculation of emissions.

We will continue to encourage colleagues to continue these good habits, including reduced business travel, through support for and use of virtual meeting software, paperless working and purchasing the most energy efficient equipment.

We continue to critically review our energy suppliers across the company. We have recently signed 100% green energy electricity and gas contracts in a number of our offices, where we are in control of the supply. A number of other rented offices where the landlord is in control of the energy supply have also been successfully transferred, resulting in 50% of our offices across

the company now being on 100% green energy tariffs, with the aim to increase this to 75% by the end of 2024.

Taking our UK offices alone, we have already achieved a level of 75% of our offices on 100% green energy tariffs.

The progress on the energy supply changeover has been extremely positive, supporting our energy (and wider ESG) strategy of actively reducing our carbon footprint while minimising the use of offsets where possible.



Legal Sustainability Alliance

Murgitroyd continued our membership of the Legal Sustainability Alliance (LSA) in 2023, and we are proud to have been a member of this network for several years.

The LSA provides valuable advice and guidance to legal firms in the UK, to help these firms to analyse and reduce their carbon footprints.

In 2021 we signed up to The Legal Renewables Initiative, a commitment to source 100% of our energy from renewable providers by 2025. To date, 50% of our premises are on 100% green energy tariffs. We are aiming for this to rise to 75% by the end of 2024.

In a further move, we continue to recycle our office furniture and equipment where we can. If new furniture or equipment is purchased, we endeavour to select items that are made of recyclable material as much as possible. Recently, our Cardiff office donated unused office furniture and other items to charity, with the donated items being used within the community.



Initiatives

COP27 began on 6 November 2022 in Sharm El-Sheikh, Egypt, and to celebrate and support this event we donated to **Ecologi** to support their efforts with tree planting projects, carbon avoidance projects, and renewable energy initiatives around the world. This equated to a reduction in CO₂ emissions of 50 tonnes.

Fairtrade Fortnight ran in the UK from 27 February to 12 March 2023, with a simple message that a small switch to Fairtrade products supports producers in protecting the future of some of our favourite foods. For example, bananas, cocoa and coffee could soon be much more difficult to buy due to climate change creating challenges in growing conditions.



We held Fairtrade information sessions in our offices, with colleagues learning about the long journey cocoa beans take from the cacao farms to the consumer. We also discussed the ways that the Fairtrade organisation works with farmers and farm workers to improve their living standards, invest in local communities, and protect the environment.

The sessions were rounded off with a blind tasting of a selection of chocolate with Fairtrade credentials, where we had to guess the country of origin and the percentage of cocoa in the bar (this frequently required sampling the chocolate several times, just to be sure!).

The tasting event was both fun and thought provoking, considering the work that we had learned goes into cocoa production and the challenges farmers face.

22 April 2023 was **Earth Day** which this year had the theme of “Invest in Our Planet”. As part of our Trailblazers’ Spring into Summer initiative, April was assigned the theme of Earth for the month. Colleagues planted sunflowers and other plants, and worked on reducing plastic waste and increasing recycling.

Also marking Earth Day, we asked colleagues to show their support by adding a nature-based emoji to a company-wide post about the event. We funded the planting of 500 trees (one per colleague!) and also supported other nature-based carbon avoidance projects, including protecting trees that were at risk of felling, and restoring carbon rich peatland, a vital natural carbon sink.

From June 2021 to date, we have funded the planting of 6812 trees, which equates to 77 tonnes of carbon emissions having been offset.

World Environmental Day was held on 5 June 2023 with a theme of “#BeatPlasticPollution”, focusing on solutions to plastic pollution. This year was the 50th anniversary of the event.

The team encouraged colleagues to consider ways to minimise single-use plastic and plastic waste. As part of this, and together with the Spring into Summer event, our offices held litter picking events to reduce plastic and other litter in our local communities.

Several of our colleagues attended the **International Trademark Association Annual Meeting 2023**. As part of our networking, we provided 60 business contacts with a gift of 50 trees planted on each of their behalves. This was received extremely positively and sparked some interesting discussions around environmental issues.

National Growing for Wellbeing Week was also held in June, highlighting the benefits to health and wellbeing that plants, gardens, and the natural environment bring. We offered tips on ways to get started with gardening, for those with a garden. For colleagues without gardens, we looked at plants that are easy to grow indoors, such as beansprouts, herbs, and chilli plants.

Ongoing Training and Education

The team are committed to maintaining up-to-date knowledge about ESG initiatives and ways that Murgitroyd can continue to reduce our environmental impact on the road to Net Zero.

In the past year, members of the team have focused their training commitment on strategies and practical advice on how to support the business to achieve Net Zero as well as encouraging individuals to reflect on, and reduce, their environmental impact.

Targets and Progress Update

With the support of our owners Sovereign, we are working with Ensphere, a consultancy who advise businesses on sustainability and reducing carbon emissions, to assist us in streamlining our environmental reporting and to set KPIs to enable us to formulate and develop a decarbonisation plan and strategy.

Our goal remains to pro-actively work on reducing our carbon footprint as far as possible, and utilise carbon offsets only where necessary.

As of 2023 we have four fully electric, two hybrid, and two diesel company vehicles. We keep our company vehicle holding under review for efficiency and to ensure the options we offer are the most appropriate, accounting for charging infrastructure and business need.



Group Members



Margaret Hastie
HR Business Partner/
Environment Group
Leader



Melania Padilla
Senior IP Docketing
Administrator



Bridgett Gallagher
IP Portal Assistant



Linda Paton
Learning and
Development Manager



Anthea MacMurray
Records Paralegal



Steven Suèr
Director, Patents



Celia Mena
IP Docketing
Administrator



Andrew Sunderland
Senior Patent Attorney

Governance



Anti-Bribery

A statement on our Anti-Bribery and Corruption Policy can be viewed on our website here:

www.murgitroyd.com/legal/anti-bribery-and-corruption

We have also updated our internal Anti-Bribery and Corruption Policy to increase clarity and provide additional real-world examples to help colleagues better understand what kind of activities would be contrary to the policy.

Modern Slavery

Our Modern Slavery Act Policy Statement for 2023/2024 can be obtained from our website here:

www.murgitroyd.com/legal/modern-slavery-act

GDPR

We continue to be diligent around GDPR and have updated our GDPR policies in relation to Subject Access Requests, Data Transfers, and Data Protection Impact Assessments to ensure compliance. These changes have been communicated across the company. Additionally, we have undertaken further rounds of basic and advanced GDPR training, as appropriate, across the business and have engaged an external service provider to continue to develop our skills and capabilities in this area.

Risk

Any risk is reported to the Board, either by reports via the CEO or directly to the Board, as appropriate.

Identified risks are noted on a risk register to be reviewed at regular intervals to allow their management. The risk register is maintained and reviewed by our appointed Head of Risk.

At least every six months, or as occasioned by changes in the business or the environment, consideration of further potential risks is undertaken. Where new risks are identified, these are assessed, new procedures and processes are put in place to manage the risk if appropriate and any such new risks are added to the risk register for further consideration.

Data Security and Resilience

All Murgitroyd staff are provided with security awareness training to help raise their understanding of threats, risks, and all applicable legal/regulatory requirements that we must conform with in order to remain compliant and operate in a way that provides the highest level of protection to our clients and colleagues. In addition to this, we perform various coordinated simulations which, in combination with supplementary targeted training, provides staff with a high level of situational awareness.

As part of our ongoing risk management programme, we supplement our ongoing quality and security patch management activities with regular internal and external vulnerability scans. For any externally published systems, we perform security penetration testing using suitably qualified third parties. We also perform regular threat-hunting activities using a retained partner.

Our IT Policy framework, which includes appropriate guidance on acceptable use and risk mitigation, is available to all colleagues via our Company Handbook.

Health, Safety, and Wellbeing

We continue to review our Health, Safety, and Wellbeing policies and provisions to ensure we are supporting colleagues during challenging times, in and out of the workplace.

We have introduced our Compassionate and Bereavement Leave policy in 2023, formalising our recognition of non-traditional families and the varying impacts loss and trauma can have on people. The policy also details international bereavement and trauma support resources that colleagues may find helpful.

A detailed presentation on the wellbeing support provided by Murgitroyd for colleagues has been circulated and is stored centrally for ongoing access. This includes, for example, the names of our 11 trained Mental Health First Aiders; information on support for a variety of health conditions in the countries where we have offices; our counselling service offering; and our internal support channels.

Charitable Giving

Our Charitable Giving team has been a vital part of Murgitroyd’s corporate culture for many years, working painstakingly to support our Company ethos of responsible giving.

The remit of the Charitable Giving group includes:

- 1. Encouraging and supporting colleagues who are fundraising for causes close to their hearts;
- 2. Donating to organisations working in areas suffering from large-scale emergencies and disasters; and
- 3. Working with teams across the company to aid with internal and external initiatives.

GOAL Global

In addition to the donation made to GOAL Global for the Brilliant Breakfast event, our Dublin office took part in a fundraising jersey day to support GOAL’s work with vulnerable communities. Colleagues, including some from Belfast who travelled to join in the event, got together in the office wearing their favourite sporting jerseys (and have some cake!).

Company Fundraising Events

The Prince’s Trust

Several of our offices held “Brilliant Breakfasts” to fundraise for The Prince’s Trust in the UK. Our colleagues came together to watch an informative video on the work of the Trust and enjoy some coffee and a social breakfast. In addition to the donations made from holding the event, our owners, Sovereign Capital Partners, donated a further £500 to the Trust on our behalf.

As The Prince’s Trust is a UK charity, comparable donations were made to organisations chosen by our offices in other countries.

Our Milan office donated to **Associazione Il Balzo**, which works to provide education and support to disabled children.

Dublin selected **GOAL Global**, an international humanitarian response agency that has been established in Ireland for over 40 years.

External Donations

As a global company with a diverse workforce, international emergencies and disasters inevitably affect us. We have continued to support the work of organisations that respond to such emergencies as they happen. We also recognise our role in the communities we work and live in, and endeavour to support causes and organisations within these communities.

In 2022-2023, we have donated to the following organisations:

Lawcare

Lawcare is a charity that offers free, confidential mental health and wellbeing support to members of the legal community. They also actively work to change the culture within the legal profession to move towards more healthy working practices and challenge the stigma of mental health difficulties, which can lead to individuals suffering in silence.

Disasters Emergency Committee (DEC)

Following a devastating series of earthquakes in Türkiye and Syria in February 2023, the DEC made an appeal for donations to support their work in rapidly providing shelter, food, medical care, and hygiene provisions.

International Fund for Animal Welfare (IFAW)

Also working in Türkiye and Syria following the earthquakes, IFAW provided support to local animal rescue organisations in their search and rescue efforts, including House of Cats Ernesto in Syria, and Haytap Animal Rights Federation, Angel’s Farm Sanctuary, and Watan Foundation in Turkey. The earthquakes destroyed a rescue truck and damaged sanctuary buildings, which





needed to be repaired or rebuilt, and IFAW provided funding to assist.

To mark Love your Pet Day on 20 February 2023, we made a donation to IFAW to contribute to their work in supporting animal rescue and rehabilitation following the earthquakes.

Flora and Fauna International

To mark Earth Day a donation was made to Flora and Fauna International, an organisation that has been working for over 120 years to protect biodiversity and restore habitats. They follow a partnership-led conservation model, which works with local communities, organisations, and governments to produce and support conservation strategies.

Society of St. Vincent de Paul (Ireland) (SVP)

A Murgitroyd colleague already volunteers with SVP, an organisation which tackles poverty in Ireland by providing services such as advocacy, debt assistance, youth clubs, early learning centres, drop-in centres, meals on wheels, and education bursaries. Rather than having a Secret Santa event, our Dublin office chose to make a donation to SVP, which we were delighted to match.

Zarach

Zarach works to lift families out of the cycle of poverty by meeting children's most basic needs - beds, bedding, pyjamas, and food. This allows the children to eat and sleep, improving their ability to engage and concentrate at school.

UN Refugee Agency (UNHCR)

A resurgence of conflict in Sudan has led to the displacement of an estimated 730,000 people in an already fragile region of the world. The UNHCR has operated in Sudan for many years and issued an appeal for donations to help them provide basic items such as cooking utensils, sleeping mats, and hygiene products to refugees in urgent need.

Planting Change Foundation

Our colleagues in Managua highlighted the work of the Planting Change Foundation in protecting Lake Cocibolca, a vital freshwater source that is vulnerable to exploitation and pollution. The Foundation aims to engage and educate the public so that communities themselves play active roles in restoration and protection of the lake.

Dementia UK

Dementia UK is campaigning to raise awareness of dementia in the workplace, including how to support colleagues with dementia to stay in work for as long as possible, and how to help and support colleagues who are caring for family members with the condition. As part of our own education and knowledge on the subject of dementia, we also welcomed a representative from Dementia UK to provide us with a dementia awareness masterclass in 2023.

Red Cross Red Crescent Movement

A donation was made in September 2023 to the Red Cross Red Crescent Movement in response to their emergency appeal following earthquakes in Morocco. The worst affected areas were high in the Atlas Mountains and incredibly remote, with a devastating effect on the population and infrastructure in the region. Local teams were immediately responsive and provided support with search and rescue, first aid, and food, water, and shelter.

The RCRCM is a neutral and independent humanitarian movement that works to help people in need. As an entirely impartial organisation, the movement works with independent partnered societies rather than with governments and responds to need regardless of the cause. They have mobile healthcare teams on the ground supporting hospitals, delivering provisions and supplies, and providing primary care.



Charitable Giving

International Rescue Committee (IRC)

A donation was made in September 2023 to support the IRC in their work in Libya following the unprecedented flooding experienced after Storm Daniel. Years of conflict coupled with the effects of climate change in the country had already led to a humanitarian crisis, which the flooding exacerbated.

The IRC has had a presence in Libya since 2016, providing health care, psychosocial support, and safe spaces for women, children, and young people. They were therefore well-placed to react to the flooding, providing resources and aid to those affected.

Malala Fund

Malala Fund advocates for girls’ education, championing the right of every girl to have 12 years of educational provision. They work in regions where the most girls lack access to secondary-level education, investing in activists and local educators who challenge the practices and policies leading to girls missing out on a full education.

In recognition of their important work, we made a donation to Malala Fund to mark International Day of Women and Girls in Science.

Office Holiday Donations

We also donate each year, during the holiday period, to a charity of each office’s choosing. A list of the charities we donated to in 2022/2023 can be found in Appendix 3.

Equity, Diversity & Inclusion

Several awareness events were marked by our ED&I group, or colleagues themselves, with a charitable donation made alongside.

17 May is the International Day Against Homophobia, Biphobia, and Transphobia. A donation was made to **Outright International**, a non-governmental organisation that researches and works to address gender- and sexuality-based violence, discrimination, and human rights abuses against the international LGBT+ community.

Our Dublin office again took part in Darkness into Light on 6 May to support **Pieta**, a suicide prevention charity. This year, our colleagues joined with thousands of others across Ireland in an early morning 5k walk to welcome the dawn, symbolising light against the dark.

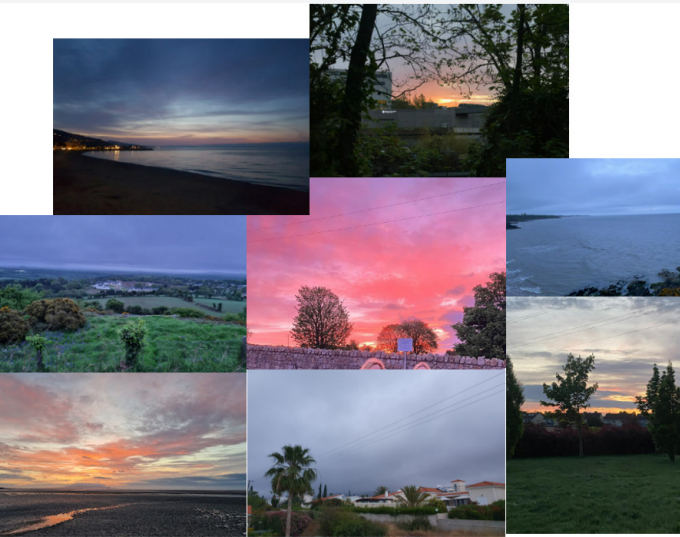
There were some beautiful photographs taken of the sunrise as part of the event.

22 April is Stephen Lawrence day in the UK. Stephen Lawrence was a Black teenager who was brutally murdered in an unprovoked racist attack in London in 1993. The outcome of a public inquiry into the mishandling of the murder investigation led to significant legal and cultural changes in the UK. We were pleased to continue our support for the **Stephen Lawrence Day Foundation** in their work towards a more equal and inclusive society, and to improve opportunities for marginalised young people in the UK.

General Employee Fundraising

Many of our colleagues are passionate fundraisers for causes and community organisations, both locally and on a global scale. Murgitroyd hugely values the efforts our colleagues make to contribute to causes that matter to them, and this year we have continued our extensive history of contributing to our employees’ fundraising activities.

This year, colleagues have taken part in a wide range of activities including charity rugby matches, push up challenges, Movember, relay races, and 10K+ runs and walks. As a result of these, we are proud to have contributed to charities and organisations including hospices, men’s health support, cancer research and care, mental health support, neurological research, animal welfare, and brain injury support and services.



Group Members



Ana Barahona
Project Manager



Cara Kavinsky
HR Assistant



Clare Bulman
Patent Support



Fiona Mason
Company Secretary



Katherine Byrne
Credit Controller



Linda Paton
Learning and Development Manager/
Charitable Giving Leader



Margaret Hastie
HR Business Partner

As part of our ED&I commitment, some colleagues have chosen not to have their photo included in this report, and we respect their right to privacy.



Community Outreach & Engagement



Our Community Outreach & Engagement group has been a long-standing and very valued initiative within Murgitroyd. The team endeavour to support colleagues and organisations to give back to the communities that we live and work in.

Community Initiatives and Support United Kingdom

Colleagues have been visiting local schools to take part in careers fairs, raising the profile of the intellectual property industry and the huge variety of career paths available, and provide job search and interview skills advice. The young people attending were guided on the educational background different positions in IP require, and the kinds of subject choices they could make in school that would lead to suitable qualifications for their role of interest.

Our Glasgow office's local primary school requested donations to their Winter Fayre fundraising event. We provided the school with several bundles including winter sets of hats, scarves and gloves, and some pens and paper.

For many years, Murgitroyd has supported **Starter Packs Glasgow**, who provide packs of basic equipment to help people get on their feet. Clients are referred to them by other services, and come from all kinds of backgrounds, such as those escaping domestic abuse, starting out after being homeless, or leaving care, the armed forces, or prison. In early 2023 they appealed for donations of bedding, which forms part of their home starter packs, as they were struggling to meet demand.

We circulated details of the appeal to colleagues to co-ordinate collection of bedding and volunteers to help make up some starter packs. We additionally donated several bedding sets to Starter Packs directly.

Starter Packs Glasgow also has a retail arm with two shops, **The Magpie's Eye** and **The Magpie's Nest**. Proceeds from the shop contribute to supporting their outreach work and allow them to purchase the items needed for the starter packs. Our colleagues Cara Kavinsky, Linda Paton, Mary Quinn and Fiona Mason visited The Magpie's Nest to help sort through donations, organise the stock room, and replenish stock in the shop so that the staff could carry on with their great work. We have provided staff in our Glasgow office with information about how they can get involved with this charity, through volunteering, donating, or shopping at the stores.

In recognition of many colleagues dedicating their time to community causes, we have introduced "Making a Difference Moments". Colleagues can send us details of the organisations that they volunteer with for the chance to win a financial donation to the organisation. The donation selections are run monthly and the Moment chosen is announced with an accompanying feature of the volunteering work that our colleague is involved in. This initiative has raised awareness of the incredibly diverse volunteering causes that our colleagues are engaged with across the company.

As well as getting to know our colleagues better, Murgitroyd hopes to encourage more people to consider volunteering in their communities and will continue to offer our support in these ventures.

Community Outreach & Engagement

France

Our Nice office has supported the annual **Special Olympics** event for many years. The Special Olympics organisation trains and organises competitions in Olympic-type sports for disabled children and adults, improving access to sport and building social and community networks. Taking part in the sports offered by the Special Olympics offers the participants a means of improving their physical fitness, developing their life skills, and forming lasting friendships.

This year, our colleagues took part in a relay race to fundraise for Special Olympics France. We were delighted to support the event and contribute to the fundraiser.

International

Murgitroyd colleagues gathered pre-loved warm clothes in November/December 2022 for donation to community groups. This included hats, gloves, scarves and coats, which were gifted to people in need in our local areas. Our offices acted as a collection point for the donations before they were taken to distribution hubs.

To mark Easter, and the start of Spring, we celebrated with a theme of “New Beginnings”. We made donations across our communities to reading and early years projects, acknowledging that reading can offer young people their own new beginning, and in support of literacy and child/youth development. Many of the projects also offer the opportunity for practical volunteering, and we offered colleagues further information regarding this. We made donations to organisations including **The Book Trust, Leseförderung, National College of Ireland Early Learning Initiative, Reach Out & Read, NICA-CREA, Lire et Faire Lire, and Pelastakaa Lapset.**

Our Spring into Summer event, co-ordinated through the Trailblazers, had an emphasis on community-based events and initiatives. Each office in Murgitroyd chose a community activity that colleagues could take part in – these included litter picks, bake sales, charity donation drives, foodbank collections, and preparing and distributing food and drinks to vulnerable families. More information about the Spring into Summer event can be found on page 35 of this report.



Group Members



Margaret Hastie
HR Business Partner



Fiona Mason
Company Secretary/
Community Outreach
and Engagement Leader



Cara Kavinsky
HR Assistant



Linda Paton
Learning and
Development Manager

Trailblazers



The Trailblazers group in Murgitroyd aims to be a proactive and collaborative working committee to promote and foster company culture in line with the company values of trust, unity, and confidence.

The Group organises annual and ongoing initiatives with a focus on the wellbeing and engagement of all colleagues.

This year, the Trailblazers sought to encourage connection between colleagues through social activities and joint work with the Impact teams.

Virtual Holiday Party

The Trailblazers organise and host our annual virtual holiday party, which gives colleagues the chance to get together to look forward to the holidays, celebrate individual and company achievements, and have a bit of a catch up!

In the lead up to the party, colleagues were encouraged to post pictures of their own holiday traditions. This included decorations, activities, and recipes, and was a great way to engage with each other and learn more about customs from different countries.

There is always a busy programme of events for the party itself! This year saw talented musicians from across the company come together to sing and play their instruments of choice to a selected festive song, which was recorded, mixed, and the resulting video played for all to enjoy.

We held a raffle, with proceeds of the ticket sales going to the international charity Médecins Sans Frontiers.

Each year, a highlight is the company Secret Santa, where colleagues nominate each other to recognise exceptional and valued contributions to Murgitroyd over the course of the year. All nominees are recognised when the awards

are announced, with the reasons colleagues have given for their nominations outlined. The overall winner and recipient of the Grand Prize is the colleague with the most nominations. Runners up who have received multiple nominations are also awarded in different tiers.

Spring into Summer

Spring into Summer is an annual initiative hosted by the Trailblazers Group. Colleagues are given the option to take part by tracking time spent on mindful and/or physical activity throughout the initiative. Anything that contributes to connection and wellbeing is recorded, and the total time per office is used to calculate proportional donation values for charities chosen by colleagues in each of our offices. A list of the chosen charities for 2023 can be found in Appendix 4.

Spring into Summer 2023 spanned April to July, with the theme “Making an Impact”. Each month had its own sub-theme that related to one of the Impact groups.

In April, the theme was “Growing for a Better Tomorrow”, a link up with our Environment team. Colleagues were encouraged to get planting, and as part of this a sunflower growing competition was held. Some were more successful than others!

Trailblazers



May brought “Living for a Better Tomorrow”, which focused on physical activity. We held a 24-hour relay race with colleagues each taking a 30-minute slot over a 24-hour period (good use was made of the difference in time zones across the company!).

Several of our colleagues from Aberdeen, Glasgow and Southampton got together in Edinburgh to take part in the Edinburgh Marathon Festival and together ran a 10k. We also saw colleagues take part in parkruns, yoga, hiking, cycling, and gardening.

Many beautiful photos were shared of the natural environment, with colleagues getting out in their local areas or further flung locations for those travelling for business or leisure!

In June we celebrated Pride month together with our “Giving for a Better Tomorrow” theme, which linked in with the Community Outreach and Engagement group. We asked colleagues to take part in baking items with a rainbow theme or sharing photos of rainbows. There was some fantastic creativity shown in the images that were shared, which included rainbows of flowers, shoes, lights, books, crafts and street decorations.

As part of the giving theme, each office in the company was provided with time for volunteering and a social activity to encourage community engagement and connection.



Our Aberdeen, Belfast, Glasgow, Leeds, Milton Keynes, Munich, Nice and Southampton offices spent an afternoon each litter picking in their local areas. The difference that even a relatively short period of time spent cleaning up streets, parks, and trails made was fantastic.

Our Managua office prepared 120 sandwiches for handing out, with juice and cookies, to vulnerable families in their community. Colleagues visited a hospital and various locations throughout Managua where families required assistance.

Newcastle held a charity shop drive, with colleagues collecting pre-loved clothes and donating them to several local charity shops.

Cardiff held a bake sale, a charity shop donation drive, and gathered up loose change. A cash donation was made to the Welsh Air Ambulance Service, and their charity shop donation space was filled!



Our central London office collected donations for Euston Foodbank, fundraising for a highly organised and precision driven shopping trip to gather the goods most needed by the foodbank.

Above and Beyond Awards

The Trailblazers co-ordinate our employee recognition programme, where colleagues are encouraged to nominate their peers who have gone “above and beyond”, making an outstanding contribution in line with one or more of the company values of trust, unity, and confidence. Recipients are presented with their awards at our monthly company-wide webinar, where the background to each nomination is outlined. This year, 54 colleagues have been recognised for their exceptional contributions.

m:café

Our m:café is a social channel where colleagues are randomly paired up and encouraged to have a virtual coffee break together. The initiative helps colleagues meet and socialise with others in offices across the world, as well as in other departments. Many colleagues in geographically distant offices who would not normally have the chance to chat have benefited from the opportunity to get to know each other and build connections and has helped to form friendships as well as a real sense of unity across our global offices.

The m:book Club

This year we have introduced a virtual book club. Colleagues choose a book – the first one was Coelho’s The Alchemist – and then come together online to share their thoughts, with some questions and topics provided as guides to facilitate the discussion. This club fosters stronger working relationships within our teams worldwide and provides the opportunity for Murgitroyd colleagues to get to know each other on a more personal level.

m:box

M:box is an employee engagement programme open to all colleagues for submission of ideas, suggestions, and improvements. The most recent theme for which we sought feedback has been “How can Murgitroyd better support employee health and wellness”. All feedback in relation to this theme is reviewed by our HR team who are tasked with considering and implementing the proposals.

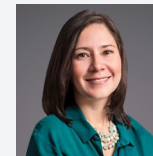
Training

We are keen to invest in and support colleagues in getting training and upskilled to help not just with their current role, but also with a view to enhance their career and progression. Membership of the Trailblazers group is an excellent way for colleagues to gain experience in leadership, communication, and project management. To that end, we are supplementing this practical experience with training content on our professional learning platform.

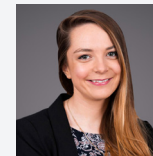
A bespoke training playlist for the Trailblazers is under development, and so far, the content includes training on event planning, ESG training, non-managerial leadership skills, ED&I, communication, company culture, and colleague engagement.



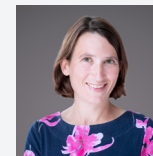
Group members



Ana Barahona
Project Manager



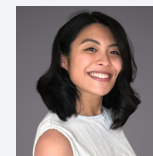
Anna Barmby
Patent Paralegal
Regional Head – UK/
Trailblazers Leader



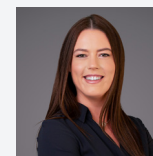
Catherine Bonner
Director, Patents



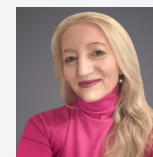
Elena Brioschi
Director, Trade Marks



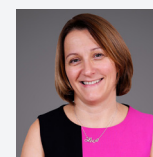
Jessie Cheung
Patent Support



Michelle Drumm
Patent Paralegal



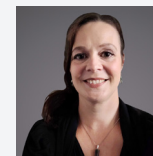
Lorraine Duffy
Patent Paralegal



Mandy Fleming
General Manager,
Credit Control



John Gillies
Chief People Officer



Natasha Haley
Patent Paralegal Team
Leader – North East &
North Central England



Craig Hunter
Senior IT Systems
Engineer



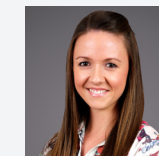
Sophie Knott
Patent Scientist



Chris Lester
Patent Attorney



Irene MacKenna
Executive Assistant



Lyndsey McLennan
Head of International
Filing (UK)



Mark McManus
Managing Director,
IP Services



Ross McNaughton
Head of IT
Infrastructure



Celia Mena
IP Docketing
Administrator



Simon Mitchell
Director, Patents



Allison Ordonez
IP Docketing
Assistant



Emily Rance
Patent Paralegal



Jacqueline Reid
Senior IT Developer



Michael Robinson
Patent Scientist



Laurence Rubaud
Head of Internal
Translations and
Spectra



Jenny Smith
European Patent
Attorney



Gordon Stark
Chief Executive Officer



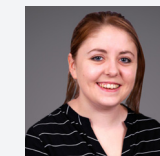
Steven Suèr
Director, Patents



Alexandra Tyson
Patent Attorney



Jennifer Walker
Senior Records
Paralegal






Natalie Watt
Patent Paralegal Team
Leader - Scotland

As part of our ED&I commitment, some colleagues have chosen not to have their photo included in this report, and we respect their right to privacy.

3-Year Action Plan

In 2021, working with our owners Sovereign Capital Partners, we developed an ESG action for the next 3 years. We are now ending Year 3, and our action plan is being reviewed and updated in light of our achievements to date. In the following table, green ticks indicate the goals that have been achieved, and amber points indicate goals that are currently in progress.



| | Year 1 - Completed | Year 2 - Last Year | Year 3 - This Year |
|------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Environment  | <ul style="list-style-type: none"> ✔ Develop a strategic plan to meet our carbon neutrality target within 10 years. ✔ Review integration of international offices into our carbon footprint and emissions reduction plans. ✔ Review measurement of wider environmental performance of international offices. | <ul style="list-style-type: none"> ✔ Develop an Environmental Management System for all of our offices. ✔ Include international offices in our carbon footprint report. ● Implement actions resulting from our carbon emissions and climate change strategy. ● Set targets for other environmental metrics, accounting for national differences. | <ul style="list-style-type: none"> ✔ Implement the Environmental Management System (EMS), including an Action Plan to improve performance across all offices. ● Measure success of the carbon emissions reduction measures and analyse in the context of the carbon neutrality target. |
| Social  | <ul style="list-style-type: none"> ✔ Establish social KPIs. ✔ Review alignment of Health & Safety procedures with ISO standards. ✔ Establish an ongoing training programme on aspects including Health & Safety, cybersecurity, GDPR. ✔ Include ESG matters in supplier questionnaires. | <ul style="list-style-type: none"> ✔ Set out social data collection mechanism for KPIs selected in Y1. ✔ Define roles of community and employee engagement groups in the review of KPIs. ✔ Formalise employee engagement and PR strategy reflecting positive social outcomes. | <ul style="list-style-type: none"> ✔ Implement Action Plans arising from engagement groups. ✔ Consider additional ISO certifications. ● Establish a mechanism to review suppliers' compliance with ESG requirements. ✔ Develop ED&I Policy, including reviewing internal processes. |
| Governance  | <ul style="list-style-type: none"> ✔ Incorporate ESG as an agenda item at board meetings. ✔ Establish a process for the ESG Committee to feed into the board. ✔ Launch ESG reporting initiative with an annual ESG report going forward. | <ul style="list-style-type: none"> ✔ Consider standalone Anti-Bribery and Corruption and Anti-Money Laundering Policies, separate from Company Handbook. ✔ Implement actions from business risk assessments identified by the Risk Committee. | <ul style="list-style-type: none"> ✔ Review internal procedures in relation to anti-bribery, corruption, and anti-money laundering as necessary. ✔ Consider expansion of ESG Steering Group to enhance international input. |

Impact Team Members



Ana Barahona
Project Manager



Clare Collins
Patent Attorney



Fiona Mason
Company Secretary/
Community Outreach
and Engagement Group
Lead



Mary Quinn
Director, Human
Resources



Nanna Bergh
Patent Support



Catherine Coombes
Director, Patents



Fiona McLachlan
Patent Scientist



Steven Suèr
Director, Patents



Rahila Bhat
Patent Scientist



Laura Fè
Director, Patents



Celia Mena
IP Docketing
Administrator



Andrew Sunderland
Senior Patent Attorney



Jay Buckley
Records Administrator



Bridgett Gallagher
IP Portal Assistant



Lisa O'Brien
Senior Patent
Attorney/ED&I Group
Lead



Russell Thom
Managing Director,
Patents



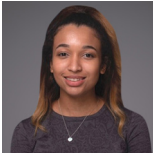
Clare Bulman
Patent Support



Margaret Hastie
HR Business Partner/
Environment Group
Lead



Melania Padilla
Senior IP Docketing
Administrator



Electra Valentine
Patent Paralegal



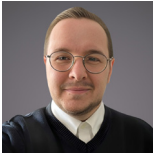
Katherine Byrne
Credit Controller



Cara Kavinsky
HR Assistant



Linda Paton
Learning and
Development Manager/
Charitable Giving
Group Lead



Alex Winn
Records Paralegal



Laurence Cheney
Head of Global
Marketing Operations



Anthea MacMurray
Records Paralegal

As part of our ED&I commitment, some colleagues have chosen not to have their photo included in this report, and we respect their right to privacy.

ESG Steering Group Members



Anna Barmby
Patent Paralegal
Regional Head – UK/
Trailblazers Lead



Mary Quinn
Director, Human
Resources



Jessa Butler
Head of Organisational
Development



Catherine Coombes
Director, Patents



Tom Gibb
Chief Compliance
Officer



John Gillies
Chief People Officer



Margaret Hastie
HR Business Partner/
Environment Group
Lead



Beth Marshall
Senior Patent
Attorney/ESG Lead



Appendix 1

External ED&I Training and Events Attended

- Race at Work: The Hidden Barriers Facing Diverse Talent, BITC, October 2022
- How to Tackle Banter and Unacceptable Behaviour and Language, Scottish HR Leadership Group, November 2022
- Disability Inclusion Summit: Creating an Inclusion Framework, Reed Smith, December 2022
- Enhancing Diversity in the Patent Profession: How Can I Help?, CIPA, January 2023
- Neurodiversity in the Workplace, Culture Amp, January 2023
- Mental Health First Aid England training course
- Menopause at Work, Posturite, February 2023
- Current ESG Issues, Mills & Reeve, June 2023

Appendix 2

Awareness Raising

- In addition to the events highlighted on our internal diversity calendar, the following events were specifically marked and/or celebrated by colleagues:
- Start of Black History Month (UK) – 1 October 2022
 - Start of ADHD Awareness month – 1 October 2022
 - Dyslexia & Dyspraxia Awareness Week – 3-9 October 2022
 - World Mental Health Day – 10 October 2022
 - World Arthritis Day – 12 October 2022
 - End of Black History Month (UK) – 31 October 2022
 - End of ADHD Awareness month – 31 October 2022
 - Men’s Mental Health Awareness Month – November 2022
 - Stress Awareness Day – 2 November 2022

- Thanksgiving – 24 November 2022
- Blue Monday – 16 January 2023
- Start of Black History Month (US) – 1 February 2023
- Time to Talk Day – 2 February 2023
- International Epilepsy Day – 13 February 2023
- International Day of Women and Girls in Science – 11 February 2023
- Eating Disorder Awareness Week – 27 February – 5 March 2023
- End of Black History Month (US) – 28 February 2023
- Autoimmune Awareness Month – March 2023
- Endometriosis Action Month – March 2023
- International Women’s Day – 8 March 2023
- Neurodiversity Celebration Week – 13-19 March 2023
- St. Patrick’s Day – 17 March 2023
- International Transgender Day of Visibility – 31 March 2023
- World Autism Awareness Day – 2 April 2023
- World Parkinson’s Day – 11 April 2023
- Stephen Lawrence Day – 22 April 2023
- International Day Against Homophobia, Transphobia, and Biphobia – 17 May 2023
- Global Accessibility Awareness Day – 18 May 2023
- Autistic Pride Day – 18 June 2023
- International Women in Engineering Day – 23 June 2023
- Dublin Pride Parade – 24 June 2023
- International Non-Binary People’s Day – 14 July 2023

Appendix 3

Festive Charity Support

- Camphill School
- CAP Care
- Cash for Kids
- City Angels Italia
- Crisis Skylight Croydon
- El Mirador de Galán
- Euston Foodbank
- HelsinkiMissio
- Huggard Centre
- Jigsaw Ireland
- Les Restos du Cœur
- Martha’s Table
- Martin House
- Mental Health North East
- Mountbatten Hospice
- Münchner Tafel
- Neurodiversity Ireland
- TinyLife
- Two Ridings Community Foundation
- Willen Hospice

Appendix 4

Spring into Summer Charitable Donations

- Dona Un Sorriso Onlus
- El Mirador de Galán
- Euston Foodbank
- Finland Save the Children
- Fundación Rescatando Huellas
- Kitchen for Everyone
- Knitted Knockers (France)
- Leeds Children’s Charity
- Mary’s Meals
- Metodo Doman Italia
- Mountbatten Hospice
- MS Society
- Newcastle Foodbank
- Tierheim Heinzelwinkl
- Trussell Trust
- United Community
- VIDAS Onlus
- Welsh Air Ambulance Trust
- Willen Hospice
- The World Suicide Prevention Project
- The Woodland Trust

Contact

Murgitroyd House
165–169 Scotland St.
Glasgow
G5 8PL

info@murgitroyd.com
+44 [0] 141 307 8400