

2024 AusLSA SUSTAINABILITY PROFILE



FPA Patent Attorneys
Headcount: 74 (FTE)
Floor Area: 817m2
Number of Offices: 2

FPA Patent Attorneys (FPA) is an independent, top-tier, Australian based, private incorporated registered attorney firm.

With over 70 staff in Melbourne and Sydney our primary focus is on two areas of intellectual property, patents and designs.

We are the only Intellectual Property firm in Australia with this degree of specialisation. Our clients truly value the deep expertise that our attorneys are known for.

In all that we do, our values of excellence, collaboration, care and trust underpin our work with our clients and with each other.



OUR PEOPLE SUMMARY AND HIGHLIGHTS:

FPA is committed to supporting our employees through health and wellbeing initiatives. Our programs include access to information through a number of channels including external guest speakers to present on a range of topics focused on employee wellbeing. We have provided additional supports for employees preparing to take Parental Leave which has included access to specialist parental leave coaching. Many of our employees and leaders participate in Mental Health First Aid training and we currently have 18 certified Mental Health First Aid Officers. We have also provided Health and Wellbeing training to our Leadership team. We recognise that a great workplace culture is built and reinforced by all employees and have set a goal for all individuals to contribute to building a collaborative culture. Access to flexible work arrangements is an important enabler for people at every stage of the employment lifecycle. In addition to a comprehensive range of flexible working options including working from anywhere (WFA) globally, we offer employees 4 days mental health and wellbeing leave as well as birthday leave. We are re-trialling our compressed working fortnight initiative to improve upon challenges previously raised by employees and if successful, can offer improved work-life balance, flexibility and autonomy.

GENDER EQUALITY **POLICY** **PUBLISHED**

GENDER EQUITY TARGET **40% FEMALE PARTNERS** **44% FEMALE LEGAL STAFF** **89% FEMALE NON-LEGAL STAFF** **80% FEMALE SENIOR PROMOTIONS**

INITIATIVES:
 • International Women's Day • Female advancement, mentoring and coaching • Training - Gender awareness unconscious bias • Internal D&I committee • Equal pay controls • Showcasing gender diversity experiences

INCLUSIVE WORKPLACE **POLICY** **PUBLISHED** **DIVERSITY** **POLICY** **PUBLISHED**

INITIATIVES:
 • Recruitment and promotion for D&I • Internal D&I committee • Membership - DCA • Training - Awareness and unconscious bias • Training - LGBTQ+ awareness • Wear it Purple Day • Internal LGBTQ+ committee • Gender pronouns promotion

FLEXIBLE WORKPLACE **POLICY** **PUBLISHED** **18.0 WEEKS PAID PARENTAL LEAVE PRIMARY CARER** **18.0 WEEKS PAID PARENTAL LEAVE SECONDARY CARER** **100% RETURN TO WORK AFTER PARENTAL LEAVE**

INITIATIVES:
 • Flexible work hours • Altered start and finish times • Part time options • Job sharing • Remote working tools and systems • Support for flexible working • Time in lieu • Unpaid leave • Carer's leave • Study leave • Volunteering leave • Purchased leave • Career breaks • Subsidised childcare • Phased retirement • Adjusted KPIs after absences • Sabbaticals • Bonus leave • Domestic violence leave • Family and fertility leave

PSYCHOLOGICAL WELLBEING **POLICY** **PUBLISHED** **STAFF SURVEYS**

INITIATIVES:
 • Beyond Blue program • R U OK? program • Black Dog Institute program • Psychological support/ EAP • Mental health first aid training and support • Mental Health Awareness Week • Training - Mental health awareness and management • External mental health programs hosting • Domestic violence support strategy • Mental health First Aid officers

PHYSICAL WELLBEING **POLICY** **PUBLISHED** **STAFF SURVEYS**

INITIATIVES:
 • Ergonomics program • Proactive health checks • Flu vaccinations • Internal exercise sessions • Gym memberships • Team events • Massages • Wellness awareness and promotion • Subsidised health insurance • Onsite fruit and healthy catering • Ergonomics program - offsite • Health EAP

OUR ENVIRONMENT SUMMARY AND HIGHLIGHTS:

Over the last two years, FPA has reduced the overall footprint of our Australian offices by 40%. Our priorities were two fold, to minimise our environmental impact and to deliver on our design vision of 'Nurturing Connections'. To achieve these goals, we have directed our efforts to reducing our environmental footprint, whilst providing our staff with a 'working from office' environment built specifically to enhance collaboration, support ergonomic needs and uphold our ESG pillars. In selecting the locations of our new offices, we were careful to ensure close proximity to multiple forms of public transport to minimise the need for travelling to work by car. Our Green Team has focussed on various initiatives throughout the year, including supporting the National event of Ride 2 Work Day, National Recycling Week and Earth Hour. We have supported a team member with individual and gift matched donations when participating in the last ever Oxfam Walk and also in the Annual Nature Walk Challenge. Now that we have addressed the primary area of our office environmental footprint, we continue to focus on recycling efforts, other ways in which we can all contribute to sustainability initiatives, caring for the environment and living our ESG statement.



CLIMATE ACTION **IMPROVEMENT TARGET IN DEV'T** **ACTION PLAN** **POLICY** **IN DEV'T**

INITIATIVES:
 • Telecommuting • Green Star rated buildings 4-6 star • Energy efficient refits undertaken • Specify energy efficient appliances • Teleconferencing facilities and training • Earth Hour • Ride to Work Day • End of trip facilities • NABERS Energy Rating • Efficient building and lighting automation

GROSS EMISSIONS
 376t - 5.1t per employee

BUILDINGS **6.5%** **0%** **0.05%** **25t** **6.6%**

TRAVEL **0%** **93%** **0.66%** **351t** **93%**

GREEN ENERGY **0%** **0%** **CARBON OFFSETS**

NET EMISSIONS
 376t - 5.1t per employee

ENVIRONMENTAL MANAGEMENT **POLICY**

INITIATIVES:
 • World Environment Day • Office green teams

RECYCLING OFFICES **100%** **100%** **80%** **100%** **% office availability**

PAPER USAGE **102** **98%** **recycled content**

INITIATIVES:
 • Paperlite office program • Green accredited paper purchase specification • Follow me printing • Recycled paper purchase specification

PAPER CERTIFICATION:
 • NCOS Certified Carbon Neutral • PEFC Australian Forestry standard

OUR COMMUNITY SUMMARY AND HIGHLIGHTS:

FPA continues to support our people to build further their awareness and understanding of First Nations culture and shared history. We offer self-paced online learning programs that provide information about the traditions and living cultures of the Aboriginal and Torres Strait Islander people. For NAIDOC week this year, we invited Aboriginal leader, Karen Milward to speak to employees, reflecting on the theme of NAIDOC Week 2024, the work being undertaken by Kinaway, the Aboriginal Chamber of Commerce in Victoria, and links between the work our people do at FPA and the Aboriginal and Torres Strait Islander community. The precinct of our two offices in each of Melbourne and Sydney have a strong focus on community and connection to support and encourage participation of tenants and individuals. We recognise the opportunity to have a positive impact through social procurement when engaging with social ventures. When gifting employees with flowers on special occasions, we chose to work with Beautiful Bunch Flowers, a floral social enterprise dedicated to supporting young refugee and migrant women to 'bloom'. Our catering providers include SisterWorks a social enterprise supporting refugee and asylum-seeking migrant women through work and entrepreneurship.



INDIGENOUS RECONCILIATION

INITIATIVES:
 • Cultural awareness training • NAIDOC Week • Internships and employment • Volunteering and secondments

NON LEGAL VOLUNTEERING **PROGRAM** **VOLUNTEERING** **NON-PROFIT BOARD SUPPORT**

INITIATIVES:
 • Paid volunteer time • Blood donations • Student tutoring and mentoring • Community volunteering • Arts support

CHARITABLE GIVING **PROGRAM** **CORP. GIVING**

INITIATIVES:
 • Firm donation program • Matched funding for employee donations • Internal appeals and collections • External charity events and appeals

LEGAL PRO BONO

These 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.

Click for further information from AusLSA:

OUR GOVERNANCE SUMMARY AND HIGHLIGHTS:

As a subsidiary of QANTM Intellectual Property, FPA adheres to a regular cadence of both monthly and quarterly Board reporting. The Management Risk Committee (MRC) has been established to provide assurance that risk analysis and management processes are effective, compliant and applied appropriately to critical decisions and to make recommendations for necessary changes when they are not. The MRC reports regularly to the Audit Risk Compliance Committee. The QANTM WHS Committee continues to meet monthly, with representatives from across the Group. The role of this Committee is to act as a peak body to recognise WHS related issues and assist with developing strategies for communication, support and action. The WHS Committee reports into the People, Remuneration and Culture Committee on a monthly basis, providing both qualitative and quantitative data and recommendations. In this last year, there has been a strong focus on sanctions which has been reinforced with group wide Sanctions Compliance training for all staff. This is to ensure that all staff have a sound understanding of sanctions regulations and requirements. By educating our staff, we are working to make sure they can identify and properly handle any sanctions-related issues that may arise in the course of their work.

CODE OF CONDUCT /RISK MANAGEMENT

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

SUSTAINABLE SUPPLY CHAIN MANAGEMENT

MODERN SLAVERY PROGRAM **FEDERAL LEGISLATION PARTICIPATION**

SUSTAINABILITY REPORTING

AUSTRALIAN LEGAL SECTOR ALLIANCE **PROMOTED**