

Code of Business Conduct

Clients, Colleagues, and Communities

2025



Contents

3 Introduction

4 Our values

6 Clients

Excellence in client service
Information security
Conflict of interests
Sanctions
Anti-money laundering
Anti-bribery and corruption
Confidentiality
Data protection and privacy

8 Colleagues

Focus on excellence
Inclusive and respectful team
Reward philosophy and ways of working
Freedom of association and collective bargaining
Speak up approach
Training for our people
Travelling responsibly

Social media and external communications

Health, safety, and wellbeing

10 Communities

Human rights and labour
Environmental sustainability
Pro bono legal work and volunteering
Sustainable procurement and supplier relations

11 Who to contact

Introduction

At Taylor Wessing, we are committed to being a responsible business as a core part of our strategy. This Code of Business Conduct serves as a guide for our people and outlines the standards we expect regarding their conduct towards each other, our clients, suppliers, and the communities within which we operate.

This document embodies our dedication to ethical behaviour and professional excellence. It is vital that every member of Taylor Wessing in the UK, Ireland, and Dubai brings this Code of Business Conduct to life daily and fosters an environment where everyone holds each other accountable and collaborates effectively to build a better business founded on our core values.

We are regulated by the Solicitors Regulation Authority (SRA) in the UK, and our Ireland and Dubai offices are regulated by the Law Society of Ireland (LSI) and the Dubai Legal Affairs Department (DLAD) respectively.

We comply with their Standards and Regulations to ensure that we uphold the highest principles

for client service and public interest. We train our lawyers rigorously to meet these professional standards.

Our commitment extends beyond compliance. We want to create a culture of integrity, respect, and inclusivity. By adhering to these guidelines, we collectively contribute to upholding the reputation and trustworthiness that Taylor Wessing is known for.

If you have any questions or need further clarification regarding this document, please reach out to your line manager, your Talent team contact, or the Risk Management team.

Together, we will continue striving for excellence in everything we do.



Nick Warr
UK Senior Partner



Kirstie McGuigan
Responsible Business Partner



Our values

Excellence

Excellence is everything; we never compromise on it or settle for less. We set high expectations of our people around commercial decision making and client service, which enables us to invest in their future. This makes us an exceptional firm to work for and with.

Responsible

We have a positive, uplifting impact on our clients, our sectors, our society, and our environment. We think and act sustainably.

Creative

We challenge ourselves to find the best solutions to legal and business issues. We're self-starters, and are always questioning, innovating, and learning. Our curiosity, passion, and insight drive us to find new ideas and inspire others to achieve them.

Team

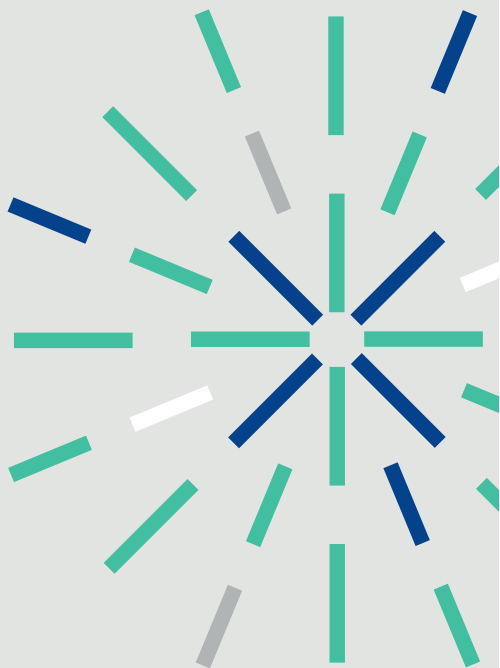
We're not just colleagues, we're a community. We empower others and work together to achieve our shared goals for the long-term success of our business. We recognise each other's achievements. We support and motivate.





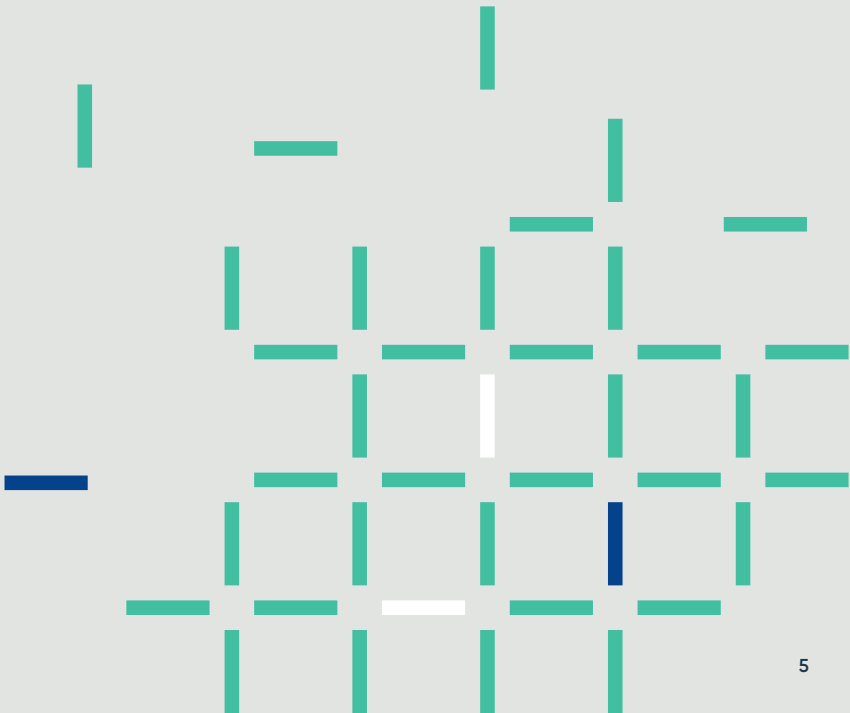
Integrity

We believe in doing the right thing and take pride in the work we produce. We are open and honest, building trusting relationships with clients and colleagues by doing what we say.



Respect

We embrace individuality; we understand it and appreciate it. We bring diverse teams together to create an impact in an inclusive and meaningful way.



Clients

We pride ourselves on delivering high-quality services tailored to our clients' needs. Our people are expected to act in the best interest of our clients and continually strive to exceed expectations. Our dedication to ethical business practices, including compliance with laws designed to prevent criminal activities such as money laundering, fraud, bribery, and corruption, is essential in safeguarding market integrity and enhancing the trust placed in us by our clients.

Excellence in client service

Our commitment to delivering excellence for our clients is exemplified by our client listening programmes and robust training resources. By prioritising client insights, we ensure that our services evolve to meet their needs and expectations, thereby enhancing the quality and relevance of the legal support we provide.

We provide all employees with both mandatory and best practice training opportunities to continually upskill and develop their capabilities. This ensures that our teams remain at the forefront of legal expertise, enabling us to offer the highest quality service and innovative solutions to meet our clients' evolving needs.

Information security

We are committed to maintaining the highest standards of information security and practices. We are also committed to the design, implementation, and maintenance of an information security programme which adheres

to recognised information security standards and industry best practice.

These commitments reflect our dedication to safeguarding client and firm data against evolving threats, preserving the integrity and confidentiality essential to our operations and client trust.

Conflict of interests

We complete full conflict of interest checks as part of our onboarding process for all new clients and matters. This helps us to ensure that we comply with our regulatory obligations and protect our commercial relationships with our clients.

As part of the onboarding process, clients are also provided with information about their contractual relationship with us including details of the legal services to be provided, costs information, and other required regulatory information.

Sanctions

We are acutely aware of the complexities and legal obligations concerning international sanctions regimes.

We strictly adhere to all sanctions laws and regulations applicable to our operations, both domestically and globally. Our compliance framework includes rigorous due diligence processes, ongoing monitoring, and mandatory training to ensure a thorough understanding of sanctions.

Anti-money laundering

Law firms deal with client money and so have a vital role to play in ensuring their services are not used to further a criminal purpose or to finance terrorism.

Each client that instructs us is subject to mandatory onboarding checks carried out by a team of business acceptance analysts in conjunction with our lawyers. These checks include the verification of a client's identity and ownership/control structures, sanctions checks, and adverse media checks.

This allows us to comply with the relevant legislation by knowing our client and monitoring their use of legal services to detect and report any suspicious activity.

Our people receive mandatory anti-money laundering training both when joining the firm and then annually, along with ad hoc updates throughout the year.

We have detailed processes in place to ensure we comply with all relevant regulations in relation to anti-money laundering and are subject to audit by the relevant regulators to ensure that our processes are robust.

Anti-bribery and corruption

We are committed to operating to the highest ethical standards and acting with integrity in all our business dealings and relationships.

We take a zero-tolerance approach to bribery and corruption. In line with our policy, gifts and hospitality must never be offered or received where they could influence, or be perceived as influencing, a business decision to be taken by the recipient.

Confidentiality

We comply with the SRA Standards and Regulations in the UK and with our regulatory obligations in both Ireland and Dubai which are designed to protect the confidentiality of our clients' affairs. Our people understand that they must take adequate precautions to keep clients' affairs confidential both internally and from external third parties.

Data protection and privacy

We are committed to safeguarding the privacy of our clients. The data protection and privacy policy on our website sets out our approach to data privacy, explaining why and how we process personal information and the rights of individuals in relation to such personal data.

We have put in place appropriate security measures to prevent personal data from being accidentally lost, used, altered, disclosed, or accessed in an unauthorised way. In addition, we limit access to personal data to those employees, agents, contractors, and other third parties who have a business need to access it.

Colleagues

Creating success together and for our clients is at the heart of our client-focused, people-centric, and high-performance culture. A culture where everyone can flourish and reach their potential.

Focus on excellence

Our competency frameworks show our people what a client-focused, people-centric, high-performance firm looks like. They outline the everyday actions and behaviours we expect from our people to drive success. We invest in the growth and development of our people, ensuring that every individual has the resources and support needed to excel.

Inclusive and respectful team

Our inclusive culture is fundamental to attracting, retaining, and promoting the very best people so we can do the very best work. By ensuring that we recognise talent regardless of background, we attract a broader range of experiences and perspectives to the firm, leading to more powerful collaboration and extraordinary results for our broad client base.

We expect everyone to play a role in strengthening our culture by being inclusive, embracing differences, and treating others with dignity and fairness.

In adopting respect and integrity as values, we emphasise the importance of creating a working environment where decisions are based on merit, and everyone can be themselves and give their best. We will not tolerate any form of discrimination, harassment, or physical, psychological, or verbal abuse.

Reward philosophy and ways of working

We are committed to ensuring all of our people receive fair, equitable, and competitive compensation, with payment being made regularly and promptly. Our reward philosophy is founded on the principle of equal opportunities, ensuring that remuneration is strictly commensurate with experience, qualifications, and performance, irrespective of gender, ethnicity, sexual orientation, disability status, religion, or beliefs.

Employees are entitled to paid time off, which includes holidays, family leave, and sick leave.

Freedom of association and collective bargaining

We acknowledge and respect the right to freedom of association. We believe in fostering an environment where all employees can freely participate in and join associations of their choice, in line with applicable laws and regulations.

This commitment is consistent with our dedication to upholding the rights of workers as well as supporting an inclusive and respectful workplace culture.

Speak up approach

We promote an inclusive and progressive culture. Everyone is expected to play a role in strengthening our culture by being inclusive, embracing differences, and treating others with dignity, fairness, and respect. These behaviours align to our values of teamwork, integrity, and respect.

Our people must challenge behaviour that does not meet these standards and they are encouraged to speak up if they witness behaviour which does not align with our values.

Our anti-bullying and harassment policy, whistleblowing policy, and grievance policy provide clear guidance on raising concerns. These policies ensure that anyone at Taylor Wessing can report genuine issues in good faith without fear of detrimental treatment.

Training for our people

We know that supporting our people in everything they do will provide the best results for our clients. This includes their individual career progression, and we have developed comprehensive learning programmes for all of our people, whatever their level. These programmes are aligned to our firm strategy and also our competency frameworks and global firm values.

Our people must also complete both mandatory and regulatory training, alongside other recommended courses throughout the year. This ensures they understand the firm's expectations around:

- anti-bribery and corruption
- anti-money laundering
- climate action
- health and safety
- inclusion
- information security
- respectful team working
- waste management.

Travelling responsibly

We are committed to sustainable business practices, and this includes our approach to business travel.

We expect all our people to adhere to our sustainable travel policy, which emphasises the importance of considering the environmental impact when booking travel. This means, where feasible, prioritising options that reduce carbon emissions.

Social media and external communications

We expect our people to use social media responsibly and ethically, both professionally and personally. Communications should remain respectful, constructive, and professional. Personal opinions on social media should be distinguished from those of the firm.

Health, safety, and wellbeing

We are committed to providing a safe and healthy working environment for all those working at Taylor Wessing. This includes a focus on physical, mental, and social wellbeing. Our people are required to complete mandatory health and safety training (including workstation assessments), which highlights the importance of health and safety, objectives and responsibilities, and details of emergency arrangements for each working location.

Health and safety is everyone's responsibility, and we expect our people to:

- work in a safe manner with reference to safety instructions and equipment
- help identify and manage risks by reporting all accidents, incidents, and near misses
- understand what to do in the event of a fire or emergency and know how to access fire wardens, first aiders, and health and safety representatives.

Communities

Our people's dedication to ethical business practices provides benefits not only for our people and our clients but also for wider society and the environment. We also foster positive community impact through our Responsible Business initiatives.

Human rights and labour

We have a zero-tolerance policy towards human rights abuse, including but not limited to: servitude, forced and compulsory labour, human trafficking, and child labour. These all amount to crimes and violations of fundamental human rights.

We are committed to our responsibilities under the UK's Modern Slavery Act 2015 and the equivalent legislation in Ireland and Dubai. We ensure that we act ethically and with integrity in all business dealings and relationships, including our own recruitment process and supply chain.

Environmental sustainability

We are committed to being a sustainable law firm where our activities contribute to a more positive impact on the environment through our leadership and contributions to sector-wide initiatives.

We are committed to minimising the impact from our direct operations and supply chain. We expect our people to undertake their training and consider how the environmental agenda affects their roles, for example business travel.

Pro bono legal work and volunteering

We are dedicated to using our legal expertise to support access to justice for those who might otherwise be unable to afford it. We also collaborate with and support organisations whose missions align with our pro bono focus areas which are Inclusion, Supporting the Arts, and Environment.

We actively encourage all appropriately qualified employees to engage in pro bono work as part of their professional responsibilities. By participating in pro bono activities, our people gain invaluable experience while making a tangible difference in the lives of individuals and organisations.

We require all pro bono work to be carried out to the same high standards and practices as billable work. Amongst other things, this includes ensuring that pro bono matters are appropriately supervised and resourced, as well as following our firm's usual client intake procedures (conflict checks, client due diligence, terms of engagement) before work on a pro bono matter can begin.

We also encourage our wider population to get involved in our Responsible Business programmes which can range from skilled volunteering to supporting community programmes and charitable activities.

Sustainable procurement and supplier relations

We are steadfast in our commitment to sustainable procurement principles and fostering strong supplier relationships to drive sustainability. Our approach ensures that sustainability factors are considered during our purchasing decisions, thereby minimising our carbon footprint and supporting ethical practices.

We prioritise suppliers who share our values and commitment to responsible business practices, working collaboratively with them to innovate and address sustainability challenges together.

Who to contact

If you would like to consult with someone or have a question about this document or a particular situation, then please initially talk to your line manager or your Talent team contact. You can also contact Risk Management at riskmanagementteam@taylorwessing.com.

For more information about our Responsible Business programme, impact, and future ambitions, please contact responsiblebusiness@taylorwessing.com.



United Kingdom Cambridge | Liverpool | London

Ireland Dublin

UAE Dubai

© Taylor Wessing LLP 2025 | 2503-005454-33

This publication is not intended to constitute legal advice. Taylor Wessing entities operate under one brand but are legally distinct, either being or affiliated to a member of Taylor Wessing Verein. Taylor Wessing Verein does not itself provide legal or other services. Further information can be found on our regulatory page at:

[taylorwessing.com](https://www.taylorwessing.com)

TaylorWessing