

2022 AusLSA SUSTAINABILITY PROFILE



FPA Patent Attorneys
Headcount: 67 (FTE)
Floor Area: 1,393m²
Number of Offices: 2

FPA Patent Attorneys (FPA) is an independent, top-tier, Australian based, private incorporated registered attorney firm that is wholly owned by QANTM Intellectual Property Limited (QANTM IP), an Australian Securities Exchange listed company.



OUR PEOPLE SUMMARY AND HIGHLIGHTS:

This last year, FPA continues to focus on supporting the physical, mental and psychological well-being of our people. A further 12 leaders trained as Mental Health First Aid Officers bringing the firm's total to 24 trained employees (36% of our firm). In addition to Special Pandemic Leave, we offer staff FPA Birthday Leave which is very popular. Our Reimagining Work team has introduced trials of compressed working fortnights as well as time saving initiatives around meeting free days/ times to optimise energy levels. We have established a Mental Health First Aid Committee under the umbrella of our WH&S Group as well as a new Diversity Equity & Inclusion Committee. Both are focussed on promoting healthy working for all staff in an inclusive environment. We have strong representation of staff across the firm and are proactively abreast of current issues. We have embedded our hybrid working model where staff can choose their place of work 60% of the time. We provide a remote working and wellbeing allowance to help fund working from home expenses and equipment. Engagement and pulse surveys inform future initiatives and our L&D programs include specific training to reflect our core Values of Care, Collaboration, Excellence and Trust.

GENDER EQUALITY POLICY PUBLISHED ✓

INITIATIVES:

- International Women's Day • Female advancement, mentoring and coaching
- Training - Gender awareness unconscious bias • Gender sensitive promotion and recruitment • Internal D&I networks or committees • Equal pay controls

GENDER PROFILE

- 33% FEMALE PARTNERS
- 48% FEMALE LEGAL STAFF
- 90% FEMALE NON-LEGAL STAFF
- 77% FEMALE SENIOR PROMOTIONS

INCLUSIVE WORKPLACE POLICY PUBLISHED ✓

D&I INITIATIVES:

- Recruitment and promotion for D&I • Internal D&I networks or committees
- Membership - DCA • Training - Awareness and unconscious bias • Staff Surveys - D&I

LGBTQ INITIATIVES:

- Training - LGBTQ awareness • Wear it Purple Day • Internal LGBTQ networks or committees • Training - LGBTQ awareness • Gender pronouns promotion

FLEXIBLE WORKPLACE POLICY PUBLISHED ✓

INITIATIVES:

- Flexible work hours • 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 • Religious and ceremonial leave • Purchased leave • Career breaks • Subsidised child care • Phased retirement • Adjusted KPIs after absences • Sabbaticals • Bonus leave • Domestic abuse leave • Family leave

PSYCHOLOGICAL WELLBEING POLICY PUBLISHED ✓

INITIATIVES:

- 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 • Domestic abuse strategy • Mental health office champion

PHYSICAL WELLBEING POLICY PUBLISHED ✓

INITIATIVES:

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

OUR ENVIRONMENT SUMMARY AND HIGHLIGHTS:

This year, FPA Melbourne was preparing to vacate the office due to end of lease and move to a new location. All related activities were considered through an environmental lens. This included identifying specific organisations to manage eWaste and ensure it was disposed of responsibly and, where possible, re-used. We also worked with Green Collect to manage the responsible disposal of all office materials such as stationery, kitchen supplies and some furniture that was sorted and either reused, recycled or upcycled. A top priority for our new office search was sustainability rating and as such we have chosen a building that has a 6 star Green Star Office, 5 star NABERS energy rating and 5 star NABERS water rating. We have also taken this opportunity to significantly reduce our footprint by nearly 50% for a positive environmental impact and to support our people with a hybrid working model. Our Green Team will be focused on sourcing suppliers who have demonstrated a strong environmental awareness with requisite ratings. We also had a very successful year with Building Overview reports indicating that there was an appropriate use of available recycling options provided for waste materials, including paper, cardboard, comingling and food.

CLIMATE ACTION POLICY IN DEV'T

INITIATIVES:

- Telecommuting • Green Star rated buildings 4-6 star
- Teleconferencing facilities and training • Earth Hour • Ride to Work Day
- End of trip facilities • NABERSs Energy Rating • Efficient building and lighting automation

GROSS EMISSIONS
169t - 2.5t per employee

BUILDINGS

- 41% 0.05t/m²
- 0%
- 0.08%
- 70t 42%

TRAVEL

- 0%
- 58% 1.56t/employee
- 0.42%
- 99t 58%

NET EMISSIONS
169t - 2.5t per employee

ENVIRONMENTAL MANAGEMENT POLICY IN DEV'T

INITIATIVES:

- Office green teams

RECYCLING OFFICES

100% 100% 100%

% office availability

PAPER USAGE

40% 9%

INITIATIVES:

- Paperlite office program • Green accredited paper purchase specification
- Follow me printing

PAPER CERTIFICATION:

- NCOS Certified Carbon Neutral • PEFC Australian Forestry standard

OUR COMMUNITY SUMMARY AND HIGHLIGHTS:

FPA has been proud to recently launch Indigenous Awareness Training for our people. It offers a self paced online learning program that builds cultural competency about the traditions and living cultures of the Aboriginal and Torres Strait Islander people. The program will be available over the coming year to allow time for all staff to have access to fully complete the training. As part of our Reconciliation plan, we have a strong focus on sourcing supplies and materials from indigenous providers. An on-site silent auction was key to our relocation activities, with all proceeds going to an outreach program for disadvantaged homeless people in the community. This is a charity that FPA has been affiliated with for some years. Pleasingly, we also connected with a charity to support Afghan refugees and donated 17 securely wiped laptops, with webcams, to provide much needed assistance with job search activities. As the next stage of our community focus, we will be engaging with our staff by survey to understand top priority areas and identifying two primary charities that we will be supporting in the coming year. The precinct of our new Melbourne office also has a strong focus on community and connection to support and encourage participation of tenants and individuals.

INDIGENOUS RECONCILIATION POLICY PUBLISHED ✓

INITIATIVES:

- Cultural awareness training • NAIDOC Week • Internships and employment

NON LEGAL VOLUNTEERING PROGRAM VOLUNTEERING

INITIATIVES:

- Paid volunteer time • Student tutoring and mentoring • Community volunteering
- Arts support

CHARITABLE GIVING

INITIATIVES:

- Charitable foundation • Matched funding for employee donations • Internal appeals and collections

OUR GOVERNANCE SUMMARY AND HIGHLIGHTS:

FPA is a subsidiary of QANTM Intellectual Property and reports to the QANTM IP Board regularly. The oversight of FPA is provided through the Managing Director who heads up the 2 Australian offices and the Singapore Office. There is accounting and IT oversight through our systems which are subject to all the usual compliance audits.

Senior Management meet with the Managing Director on a regular basis. The Corporate Governance Statement and governance policies are available on the QANTM IP website.

Management is committed to conducting the firm's business in an ethical manner and in accordance with the highest standards of corporate governance. This is underpinned by our policies covering Diversity and Inclusion, Code of Conduct, Human Rights Policy as well as our Whistleblower Protection Policy.



CODE OF CONDUCT /RISK MANAGEMENT POLICY PUBLISHED ✓

INITIATIVES:

- Code of Conduct Training
- Complaints & Grievance Mechanism
- Risk Management Plan
- BCP OR ERP

SUSTAINABILITY REPORTING AUSTRALIAN LEGAL SECTOR ALLIANCE PROMOTED ✓

