

UN Global Compact COP 2022



Licks
ATTORNEYS

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Letter from the Managing Partner

I am pleased to confirm that Licks Attorneys supports the ten universal principles of the Global Compact that relates to the areas of human rights, labor, environment and anti-corruption. In this report, we express our intention to implement these principles. We are fully committed to making the Global Compact part of Licks Attorneys' strategy, culture and day-to-day operations and to engaging in cooperative projects aiming to reach the most advanced United Nations development goals, in particular the Sustainable Development Goals.

We realize that a key requirement for participation in the Global Compact is the annual submission of a Communication on Progress (COP), outlining our efforts in implementing the ten principles, as well as our support for the Global Compact's specialized platform(s), which Licks Attorneys may join at a future date. We support public accountability and transparency and therefore commit to report on progress within one year of joining the Global Compact and annually thereafter, in line with the Global Compact COP policy. This includes:

- A statement signed by the chief executive, expressing continued support for the Global Compact and renewing our ongoing commitment to the initiative and its principles. This document is separate from our initial letter of commitment to join the Global Compact.

- A description of practical actions - that is, the dissemination of any relevant policies, procedures and activities - that the Firm has taken (or intends to take) to implement the Global Compact principles in each of the four issue areas (human rights, labor, environment, anti-corruption).

- A measure of outcomes - i.e. the degree to which targets/performance indicators were met, or other qualitative or quantitative, measures of results.

Yours sincerely,
Otto Licks
Managing Partner



Commitment to Human Rights

- 01** Businesses should support and respect the protection of internationally proclaimed human rights.
- 02** Make sure that they are not complicit in human rights abuses.

Related Sustainable Development Goals (SDGs)



At Licks Attorneys, we respect the rights proclaimed in the Universal Declaration of Human Rights and constantly seek to improve the environment to our members, in a unique way.

Licks Attorneys believes that everyone can and should make a difference. That is why we're constantly looking for improvements so that our work environment and culture contribute to each member in performing their position in the best way, respecting the laws and human rights.

2.1. Diversity & Inclusion

To ensure that hiring of new members is done fairly and equitably, at Licks Attorneys we use a platform for blind hiring, stripping away any identifiable characteristics unrelated to the job or the experience required for the position, including race, identity, gender, age, religious or sexual orientation. This ensures that candidate analysis is based solely on their skills and knowledge, removing subjective factors that could influence decision making.

[Link to our page](#)

2.1.1. Gender Equality

Gender equality is part of Licks Attorneys’ DNA: thanks to equal opportunities for internal growth, more than half of our management positions are held by women. Since 2020, Licks Attorneys has promoted and welcomed nine new partners, of which four are women.

Since 2020, Licks Attorneys has established a new policy on maternity leave, expanding it to six months (two beyond what is mandatory under Brazilian law), and paternity leave, to 20 days (as opposed to the 5 required by law in Brazil). These initiatives are part of an ambitious agenda to transform our professional culture.

Some of our unique actions also include the celebration of International Women’s Day, with activities aimed at raising awareness among

our female professionals on the importance of maintaining good mental health and nutrition practices.

A Diversity & Inclusion Committee was created, whose structure and operations were designed based on the analysis made by a specialized external consultancy, which also helped in the development of adequate diversity and inclusion policies for Licks Attorneys. This analysis step provided an in-depth look at where Licks Attorneys was and where to go.

In another action, lectures were given to all our members on issues such as the importance of inclusive communication and the recognition of prejudices from unconscious biases.





Liliane Roriz

Partner, Licks Attorneys (Brazil)

After more than 20 years as a federal district court judge and an appellate judge in the Federal Court of Appeals for the Second Circuit, Judge Liliane joined Licks Attorneys as a partner in 2013. Before becoming a federal judge, Roriz was also a federal attorney for INPI.

During her time as an appellate judge, Roriz chaired the Federal Magistracy School and the IP specialised second panel of appellate judges, presiding over historic leading cases in Brazilian IP law.

Her professional affiliations include the Brazilian Association of Intellectual Property, the Brazilian Attorney's Institute, and the Brazilian Association of Intellectual Property Agents.



In 7/2021, **our partner Appellate Judge (ret.) Liliane Roriz was recognized by the award WIPR Diversity: Influential Women in IP**, for pioneering women who paved the way for new generations in the exchange between the legal world and IP.

[Link to article](#)

2.1.2. Ethnic- Racial Equality

The recognition of ethnic-racial rights in Brazilian international legislation, although relevant for the definition of public policies, is still not enough to ensure them in practice. More than half of Brazilian population declares itself as black; a population constitutes a majority, but absent from the positions of power and the legal market. The disparity between white black people in the work environment has a long way go as of improvements. In 2018, the census carried out by the Center for Studies on Labor Relations and Inequalities (CEERT) in partnership with the Legal Alliance for Racial Equity accurately presents this panorama, indicating that, at the time, only 1% of members of the nine offices that participated in the survey were black.

We at Licks Attorneys believe we have an important role in changing this complex landscape. We want to attract, develop and retain black professionals, offering them the same career opportunities. In



this sense, Licks Attorneys joined the "Incluir Direito" project, promoted by the Center for the Study of Law Firms (CESA). Its objective is to promote the professional qualification of self-declared black or mixed-race young people enrolled in law schools at partner universities, so that they can participate, on equal terms, of hiring processes of the law firms associated with CESA.

2.2. Pro Bono

Licks Attorneys' goal is to help build a more robust, multicultural, and humane environment, not just internally, but also outside its doors. In this sense, several actions are carried out in favor of a more diverse and inclusive society. Licks Attorneys works pro bono for ONG LGBT+ do Brasil, a non-profit association based in São Paulo, whose objective is to create a space of identification and empowerment for people from the country's LGBTQIA+ community.

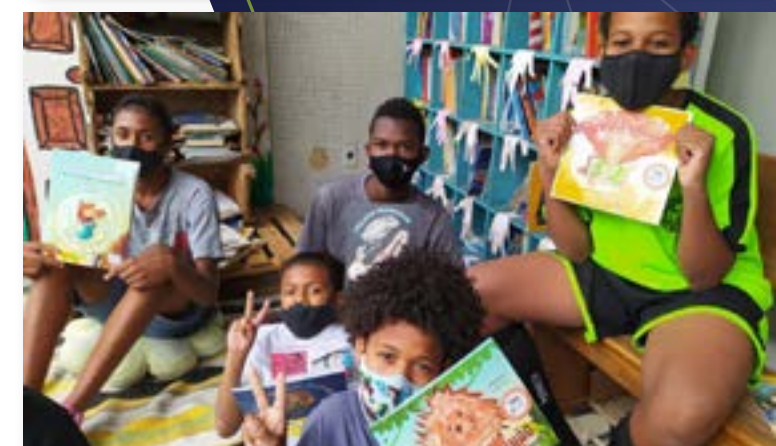


2.3. Social responsibility

Also in line with our belief in Social Responsibility, Licks Attorneys entered into a partnership in 2018 with the non-profit Gamboa Ação, which provides care for children at risk in the port region of Rio de Janeiro, through donations and participation in voluntary actions on dates such as World Day of Health, Children's Day and Christmas.

Even during the pandemic, Licks Attorneys continued to work with the non-profit Gamboa Ação through financial contribution to support the program and the children served by the institution.

Also in the field of social responsibility, we expanded the partnership with Editora InVerso, promoting the distribution of books for children in several regions in Brazil.



Commitment to Labor Law

- 03** Businesses should uphold the freedom of association and effective recognition of the right to collective bargaining.
- 04** The effective abolition of child labor.
- 05** The elimination of all forms of forced or compulsory labor.
- 06** Eliminate discrimination in employment.

Related Sustainable Development Goals (SDGs)



Licks Attorneys seeks to build lasting relationships with its stakeholders. Our integral and ethical vision, expressed in our internal policies and procedures, promotes a work environment of excellence, both in terms of infrastructure and culture. Licks Attorneys does not tolerate any form of discrimination, whether in the work environment or towards any public we have associated with.

We also do not condone any form of forced, illegal or degrading labor, including child labor, and seek to ensure that our clients and business partners have an equal commitment expressed in our

policies, which are adopted day-to-day in our practice. Licks Attorneys' support and respect for human and labor rights can also be verified through our policies and are reflected in our membership with the Global Compact.

In addition to the blind hiring process, all our recruitment is in accordance with the country's labor laws (CLT) and in line with the principles of valuing human rights. Thus, all members are governed by Brazilian labor legislation, as well as internationally recognized ethical principles.



3.1. Continuing Education Programs

As part of our commitment to continuing education and the improvement of our members, Licks Attorneys is the only Brazilian law firm with an annual master's scholarship program at one of the largest and best universities in the world, the George Washington University Law School, in the United States.

Licks Attorneys also created an internal training program in Comparative Patent Law in the first half of 2022. The first course was taught by Professor Dmitry Karshedt, from George Washington University, one of the world's leading experts in the field, who came to Brazil for the first time, exclusively to teach the 10 classes of this program, unprecedented in the country. The program was offered to all members of the firm, with no hierarchical or position discrimination, with the possibility of attending classes in person or remotely, in addition to the teaching materials offered free of charge by the firm.



Advanced Studies in Comparative Patent Law

The firm's commitment to the continuing education and improvement of our members now includes an in-house training program in comparative patent law. Each training, called a "class", will focus on a different country's patent law. The class is designed for anyone working in litigation, advisory and administrative matters. It is not necessary to be a lawyer.

First program: American law



We are pleased to invite you to the first class of the Advanced Studies in Comparative Patent Law program, which will cover American Law. The class will be held in the auditorium of the Rio de Janeiro office, from March 11- 24, 2022. Office members in other cities will be able to participate interactively via the web.



Licks Attorneys Masters Scholarship in Patent Law
The only Brazilian firm with a continuing education program in Law in the USA.

3.2. Benefits to members

As a way of maintaining the well-being of our members, Licks Attorneys offers employee benefits such as health insurance, dental insurance, meal and food vouchers for everyone, regardless of position and hierarchy.

After the creation of our Diversity & Inclusion Committee, mentioned above, in addition to extending maternity and paternity leave, Licks Attorneys has begun to grant the leaves to same-sex couples and adoptive parents, regardless of their gender and sexual orientation.

Licks Attorneys also offers daycare assistance to all members with children up to 10 years old, with a monthly reimbursement of up to R\$560.00 (five hundred and sixty reais) to enroll the child in the educational institution of choice.

In addition, Licks Attorneys offers our members benefits that encourage a healthy and balanced lifestyle, such as the Gympass system, which offers discounts at gyms for practicing sports, as well as access to apps for monitoring nutrition and physical exercises.

Furthering professional recognition, Licks Attorneys went further. Through our Profit Sharing Plan as a way of encouraging productivity, all members of the firm received a bonus for their efforts and achievements at work.

3.3. Policies and actions during the Covid-19 pandemic

Concerned with the safety and health of our members, in March 2020, at the beginning of the Covid-19 pandemic, we adhered to Provisional Presidential Decree #927, which provided for professionals to work from home, through a remote system. To this end, the required equipment – from laptops to chairs and other comfort items – was

provided to all members of the office, without exception, so that they could carry out their work remotely.

Although Statute #14.020/2020 allows for the suspension and reduction of working hours and wages during the pandemic, Licks Attorneys maintained the employment and full remuneration of our members. In addition, measures were taken to assist mental health and ensure the retention of our members throughout the moments of uncertainty for the future, brought about by the pandemic.

More than fifty internal communications were sent to members, from 2020 to this day, fully targeted at Covid-19. The main concern has always been the well-being and health of firm members and their family members.

Licks Attorneys understands the importance of integrating our members, even more so in times of a pandemic. Therefore, we never stopped investing in the connection between human beings, which is so fundamental. Several virtual actions were carried out for our members to remain together, although physically distant. Some examples were the Easter action, where the respective symbology was delivered at each member's home, including those on vacation and on maternity leave; handing out of vouchers with commemorative bonuses; and the virtual end-of-year party, among other integration activities.



3.4. Project for returning to on-site work

In view of the scenario discussed above, the return to an in-person work environment took place in strategically studied steps, always keeping in mind the health and well-being of our members. The first efforts in this direction started in the second half of 2021, being interrupted with the third wave of the pandemic, and resumed only in mid-February 2022.

Procedures and policies dedicated to occupational safety were developed. Strategic action was taken to reduce the health and economic impacts caused by the pandemic, as well as to promote and defend the rights of the most vulnerable groups and consequences on the lives of our members.

To carry out this project in a safe and responsible way, Licks Attorneys was the only law firm in the country to hire biosafety consultants from the Albert Einstein Hospital and the Industry Federation of the State of Rio de Janeiro (Firjan), to define all protocols for returning to on-site work. In addition, we bought equipment designed to guarantee everyone's safety, such as the purchase of a temperature chamber to control access for anyone to enter the office premises, a kit of Individual Protection equipment (such as disposable masks, hand sanitizer, flannel for cleaning equipment), thermal chamber, air purifiers (in addition to those already provided by the office building) with absolute HEPA filter (H13), UV lamps, hand sanitizer totems throughout the office, restriction in meeting rooms with limited numbers of people according to consultancies, among others.

Licks Attorneys defined a biosecurity protocol for visitors with the consultancy of Albert Einstein Hospital and the Industry Federation of the State of Rio de Janeiro (Firjan). Each of the steps below must be followed by everyone who visits our office:

PRE-VISIT:



Before visiting Licks Attorneys, the visitor must send an email to rh@lickslegal.com with their full vaccination certificate, including booster shot, if any.

DURING THE VISIT:



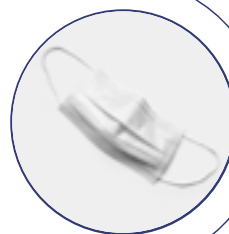
At the reception of the Aqwa Corporate building, visitors must use the hand sanitizer totem to clean their hands.



At the entrance to the office, a thermal camera in the elevator hall will automatically check the temperature and the proper mask usage of everyone in the hall. If any person has a fever (temperature higher than 37.8°C) or is not wearing a mask, the automatic opening of the door will not occur.



A Health Checklist with six questions will be required for assessment of possible Covid-19-related symptoms. The checklist will be provided on arrival at the reception desk and, should the responses indicate a potential health risk, the appointment will be postponed.



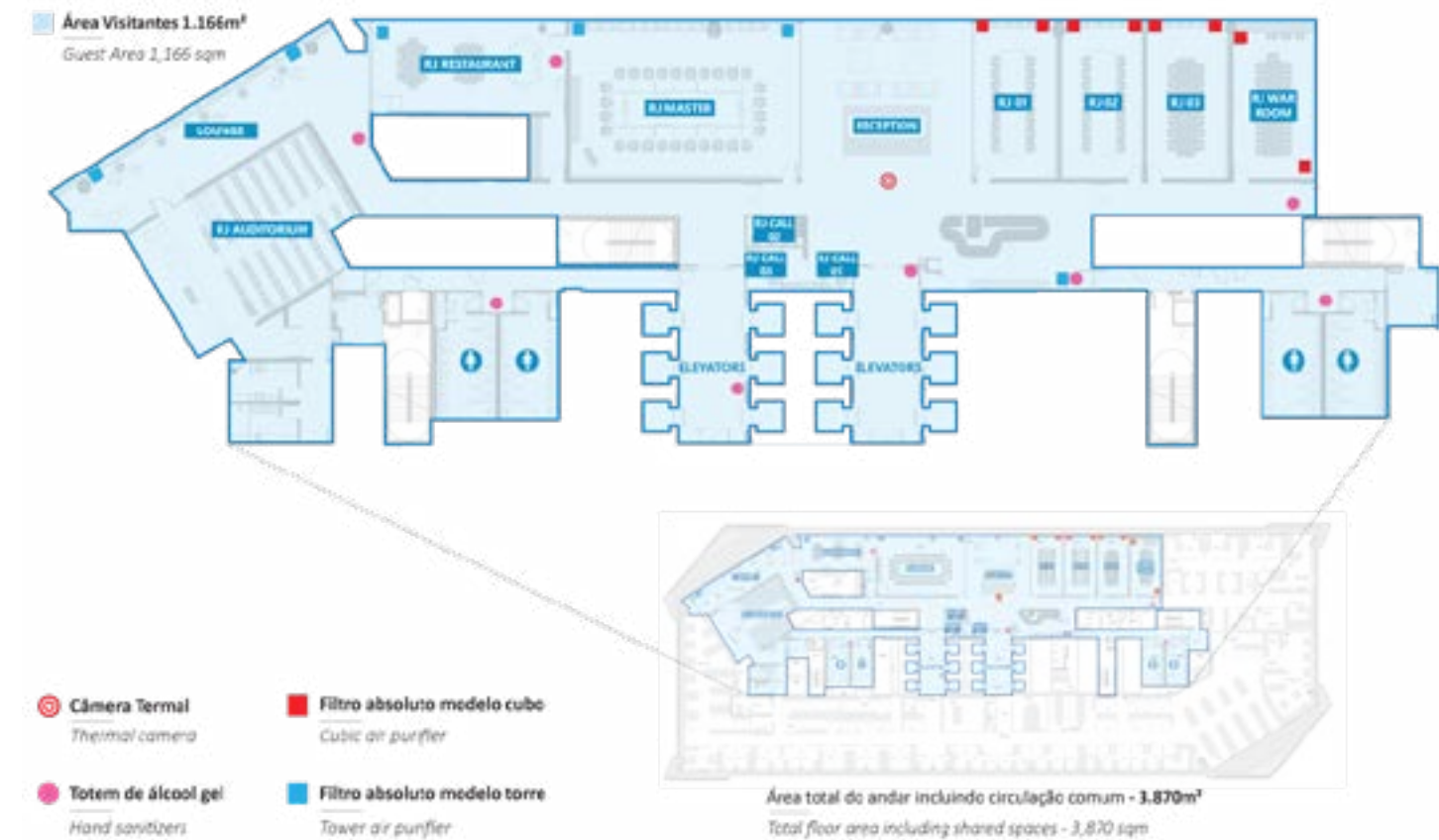
All visitors are instructed to exchange their masks for the disposable ones provided by the office. We will also provide handbags to store the mask used on your way to the office and individual packages of hand sanitizers, in addition to the totems available throughout the facilities.

After complying with the security protocols described above, the visitor shall be greeted by the member who invited them.

All environments where we take guests are constantly monitored. Every drink

and meal is also subject to hygiene and biosafety protocols established by Albert Einstein Hospital and FIRJAN.

Inside our office, state-of-the-art biosafety equipment were installed at the following places:



Thermal Camera

A camera was installed at the reception to check the temperature and mask usage of up to 30 people at the main entrance to the office, immediately identifying anyone without a mask or with body temperature above 37.8 °C (100 °F).

Air Purifiers

German trademark Trox equipment, with absolute HEPA (High Efficiency Particulate Arrestance) air filter, block airborne contaminant microparticles of up to 0.3 μm , which includes suspended aerosols, mites, viruses, and bacteria. Cubic units (for areas up to 30 sqm, such as meeting rooms) and Tower units (for areas up to 100 sqm) were installed.

UV Lamps

With germicidal action, the lamps were installed in air conditioning ducts. The short wave ultraviolet light (UV-C) is excellent for eliminating viruses in general, destroying both the protein layer and the genetic material, thus inactivating the microorganism. As such, this method is widely used in the treatment of drinking water, air, surfaces, and hospital environments.

Hand Sanitizer Totems

Totems with automatic hand sanitizer dispensers were strategically positioned in spaces with greater personnel circulation or in those considered critical environments, which require immediate hand cleaning before and after use (such as restrooms and food courts).

Always keeping the safety of our members in mind, in April 2021 a monitoring panel was created to monitor the vaccination process of all members, with real-time statistics regarding the progress of immunization, in order to better plan the return of each workgroup to the in-person environment. Complete vaccination against Covid-19, as stipulated by the Brazilian Ministry of Health and international organizations such as the WHO, has always been an essential condition for the return of our members to the physical premises of the firm, as well as for the entry of any visitors or service providers.



Extensive internal communication work was undertaken throughout the implementation process of the Project for Returning to On-site Work. Dozens of internal communications, awareness actions and signs were placed in all of the office's premises. In addition, a portal was created on our Intranet solely for this purpose, where all biosafety policies and protocols implemented with the help of consultants from Albert Einstein Hospital and Firjan were made available, which included the use of masks and biosafety equipment, cleaning and disinfection protocols, limitation of people in common use spaces, protocols established for symptomatic, positive and contact persons, among others.

Biosafety Protocols

We inform that the biosecurity protocols adopted by Licks Attorneys due to the COVID-19 pandemic remain in force. All rules can be observed in the RJ Facilities Policy, available on the Intranet. We expect our queries sent to FIRJAN and Albert Einstein will be answered shortly.

Any changes will be immediately informed by internal communication and correspondent change to the published policy.

If you have any questions, please contact HR (rh@lickslegal.com)

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REMINDER DAILY HEALTH CHECKLIST

Do not forget to fill out the daily health checklist before going to the office.

We remind you that all access badges are blocked daily at 4 a.m. (BRT), being authorized for access only when the member has completed the daily health checklist and does not present any of the symptoms listed there in.

[Click here to fill out your checklist](#)

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Members still need to fill out the Daily Health Checklist by email daily, which contains a form with questions determined by the Albert Einstein Hospital to identify possible symptoms or possibilities of contact with the virus. This checklist is connected to our internal security system, which, through controlling cameras at all office entrances, allow access to the premises or not, based on completing the checklist and checking the body temperature.

3.5. Workplace Safety

Licks Attorneys has 11 trained fire marshals who are qualified to guide, fight fires and provide first aid (5 at RJ office, 4 at SP office, 1 at BSB office, and 1 at CWB office). All of our offices are located in the most modern buildings with full attention and commitment to training the marshals. Each building carries out all evacuation trainings, in addition to accident prevention courses.

Licks Attorneys facilities have the necessary equipment to perform first aid and fire-fighting equipment – such as fire extinguishers, hydrants and special signaling for emergency exits.

There are mandatory reading policies for all members on how to act in case of fire, which can be accessed by everyone on the intranet.

Commitment to the Environment

- 07 Businesses should support a precautionary approach to environmental challenges.
- 08 Encourage the development and diffusion of environmentally friendly technologies.
- 09 Undertake initiatives to promote greater environmental responsibility.

Related Sustainable Development Goals (SDGs)



Licks Attorneys is committed to making every effort to preserve the environment and choose actions that minimize any adverse impacts of our activities, in order to be ever more sustainable each day. Licks Attorneys always endeavors to act in an environmentally responsible manner and makes use of the best technologies at our disposal in terms of environmental responsibility.

4.1. Sustainable Offices

Our office in Rio de Janeiro, where more than 60% of all our members work from, is located in a sustainable building. Aqwa Corporate is a Green Building, with Leed® GOLD Certification, a stamp for sustainable buildings, developed in the United States by the U.S. Green Building Council (USGBC), which assesses the environmental performance of the enterprise and its commercial properties as a whole. It was designed and built to ensure efficient use of its resources, reduction of negative impacts caused by its construction, in addition to ensuring a better quality of life for occupants.

Being a modern building, it boasts smart elevators, with minimal energy consumption even when not in use, due to the standby function. In addition, the building has a system that allows programmed and automated control of lighting, air conditioning, generators and electric and hydraulic pumps, in order to avoid waste.

4.2. Recycling and conscious consumption

Licks Attorneys believes in and supports initiatives aimed at preserving the environment and promoting awareness among our members on the importance of mindful consumption. Therefore, in the welcome kit, each member receives a personalized mug and squeeze for the consumption of water and other liquids in the office, thus lessening the use of plastic cups.

Office bins are identifiable with recycling symbols (such as organic, glass, metal, plastic, and paper). This practice is important to help raise internal awareness of what to do when disposing of items and aims to influence members to adopt a similar procedure in their homes.

Licks Attorneys continually invests in technology and believes that paper should only be used in cases where it is indispensable. We have adopted a policy of digital storage for all office documents, aiming to reduce document printing. One of the policies implemented during our ISO 27001 certification stipulates strict printing control, with the use of an individual password for each member at all printing stations within their offices, thus avoiding the waste of paper on their premises.



Commitment to fighting corruption

10 Businesses should work against corruption in all its forms, including extortion and bribery.

Related Sustainable

Development Goals (SDGs)



Licks Attorneys is committed to fighting and preventing corruption, through the strict application of our Code of Conduct and our Anti-Corruption Policy, strictly prohibiting such practices, directly or indirectly, directed both to the public sector and the private sector.

Licks Attorneys has a zero tolerance policy towards any actions or attitudes that could be characterized as illegal, unethical or dishonest. Our commitment to guaranteeing all our stakeholders (members, customers, suppliers, etc.) the carrying out of our practice in an ethical, integral and moral manner is unshakable.

We have a partner specifically focused on this setting stone, who leads the Ethics and Compliance area, and who is also an ad hoc advisor to the Interfarma Ethics Council and coordinator of the Ethics Committee of the Brazilian Bar Association, Rio de Janeiro Section. The Chief Compliance Officer is trained and qualified to deal not only with investigations of non-compliance situations, but especially in the prevention of such cases, through the development of policies and procedures, training, and communication.

5.1. Licks Attorneys Governance, Ethics and Compliance Policies

The policies and procedures made available on our intranet and accessible to all members through the Licks 360 Portal, officially published for all members in 2021, formalize our commitment to the highest ethical standards in conducting our business. The objective is to prevent and combat acts of corruption that may arise from any member, or third party acting on behalf of Licks Attorneys, or to which they may be exposed.

The policies related to the ethics and compliance area of Licks Attorneys are mandatory reading for all members, as part of the onboarding process implemented by the human resources area when any new member arrives at the office. These policies inform the respective rules of compliance, governance, ethics and honesty, and are in accordance with domestic and foreign anti-corruption legislation.

During 2021, a thorough review of these compliance policies, processes and procedures was carried out in order to ensure that our integrity program was updated in accordance with best practices. This review also launched and improved the reporting channel available today.

In addition, an innovative anti-corruption training program is in process of production, which will be made available in the second half of 2022, to enable training and certification of all Licks Attorneys members.



5.2. Contract Policy

During the ISO 27001 information security certification process, the new Licks Attorneys Contract Policy was implemented. Since then, all Licks Attorneys contracts with service providers hired by the firm include anti-corruption clauses and undergo a due diligence process.

5.3. Whistleblower Channel and Non-Retaliation Policy

Licks Attorneys has a channel for reporting misconduct, as well as internal mechanisms to encourage whistleblowing, published and accessible to all our stakeholders through our website, and an internal non-retaliation policy, protecting any whistleblower who reports a non-compliance issue. Our channel also supports anonymous reporting.

ALERT LINE

Licks Attorneys has dedicated channels for reporting misconduct, enforcing our Code of Ethics and Professional Conduct. Whistleblowers are invited to make detailed description of the facts and circumstances. Whistleblowers may choose whether to be identified or not. Licks Attorneys encourages voluntary identification, ensures absolute confidentiality and protection against all kinds of retaliation, provided report is done in good faith.

1. Mailbox (+55 21) 3961-8500. A report of misconduct might be recorded right after the beep.

2. [Alert Line Form](#)

We encourage whistleblowers to provide as much detail as possible, such as date, time, identification of the person(s) committing violations, witnesses, references to documents, and details of the facts and circumstances.

We thank in advance, ensure confidentiality and pledge to take immediate action.

5.4. Dissemination of our Compliance and Anti-Corruption Culture

Licks Attorneys maintains a blog specifically focused on the area of Ethics and Compliance, with weekly updates and open access to the general public. Among the various topics addressed, the fight against corruption is exhaustively emphasized. In addition, the firm promotes webinars on topics related to compliance, corruption and the General Data Protection Act (LGPD), such as the 2020 and 2021 FCPA Review webinars, Compliance Investigations and LGPD Adaptation Program (in partnership with the Japanese Chamber, Anti-corruption Laws in the United States, United Kingdom, France, Chile, and Russia, articles in the press and on the weekly compliance blog, among others. Through these actions, Licks Attorneys seeks to promote a culture of ethics and anti-corruption in our society, disseminating recurrent and updated information on the subject.



WE work as a team;
obtain results;
are Licks Attorneys.



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