
The Solicitors Pro Bono Group

Delivering voluntary legal services to people and communities in need, by helping lawyers in their pro bono work
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<td>117</td>
</tr>
<tr>
<td>Wragge &amp; Co</td>
<td>120</td>
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</tbody>
</table>
INTRODUCTION

The Law Student of today is the face of the profession of tomorrow. S/he will determine what the public thinks of the legal profession and we know that people admire the lawyers who undertake pro bono work.

The Solicitors Pro Bono Group encourages all students to undertake pro bono work as soon as possible. Pro bono work is the provision of free legal advice for those who could not otherwise access it. It is very varied and ranges from working in legal clinics advising on housing, employment or immigration to the representation of prisoners on Death Row. Other activities include taking part in Street Law programmes (which teach law in schools, prisons and not-for-profit groups) and helping on LawWorks programmes.

For students the advantage of pro bono on a human level is clear: it enables you to contribute positively to the community, providing personal satisfaction.

However, it is also an unsurpassed opportunity for you to extend your legal knowledge and develop important legal skills. It allows you to put academic black letter law into practice. The experience acquired from running cases, dealing with clients and negotiating is unprecedented. Such hands-on involvement helps to bridge the gap that exists between law in theory and in practice.

A very large number of firms boast thriving pro bono practices and many employ a Pro Bono Co-ordinator to help manage and develop these programmes. All employees from managing partners to support staff are encouraged to participate and every year thousands of hours are volunteered. As a result of the increasing commitment of law firms to pro bono principles, applications from students who are already actively involved are certain to impress. Prospective employees greatly value students showing such initiative.

I commend this booklet to all students and thank all of the firms who have contributed and to the volunteers who have helped gather and collate the information. In particular I would like to thank Suzanne Turner and Moira Wright from Dechert LLP, Sara Chandler from the College of Law, Kara Irwin from BPP Law School and Dinah Crystal from the University of Manchester School of Law.

Good luck in your careers.

Susan Bucknall
Chief Executive
Solicitors Pro Bono Group
ALLEN & OVERY LLP

ADDRESS: One New Change, London EC4M 9QQ
TELEPHONE: 020 7330 3000
FAX: 020 7330 9999
WEBSITE: www.allenovery.com
NUMBER OF OFFICES: 26
LOCATION OF HEAD OFFICE: London
LOCATION OF OTHER OFFICES:
- Belgium; China; Czech Republic; France; Germany; Hong Kong; Hungary; Italy; Japan; Luxembourg; Netherlands; Poland; Russian Federation; Singapore; Slovak Republic; Spain; Thailand; United Arab Emirates; United States
- 195 (England & Wales); 431 (Firm-wide)
NUMBER OF PARTNERS:
- 195 (England & Wales); 431 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS:
- 683 (England & Wales); 1,448 (Firm-wide)
PRO BONO CONTACT:
Shankari Chandran, Pro Bono & Community Affairs Manager
Linda Okeke, Pro Bono & Community Affairs Officer
Emma Shaw, Pro Bono & Community Affairs Assistant

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? NO
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO
Does your firm publish information regarding its pro bono programme on the website? YES
TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Banking; Company; Contract; Employment; Environment; Housing; Insurance; IP; Litigation; Pensions; Planning; Property; Tax

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Battersea Legal Advice Centre; BITC/ProHelp; Crisis; Deathrow Capital Cases Trust; East London Business Alliance; East London Small Business Centre; Environmental Law Foundation; Free Representation Unit; Interights; Justice; Law Centres Federation; LawWorks for Community Groups; Liberty; Maternity Alliance; Royal Courts of Justice Advice Bureau

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

Liberty; Battersea Legal Advice Centre

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  YES

If so, what percentage of his/her time is spent on pro bono work?

100%

Does your firm have a pro bono committee?  YES

If so, describe the composition of that committee:

The firm appointed a Pro Bono & Community Affairs Committee to oversee this work. The Committee is made up of partners and directors of the London office. The firm has a programme contact and partner in each office who is responsible for local programmes.

Can trainees work on pro bono matters?  YES

Can new associates/assistants work on pro bono matters?  YES
Does your firm offer the use of support staff in handling pro bono matters?  YES

COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work?  YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Artbeat Project; Charity of the Year; Community Links; Computer recycling; Diversity mentoring; Give As You Earn; Numeracy scheme; Reading scheme; School Governors; Secondary school mentoring; The Prince’s Trust; Work placements; Young Citizen’s Passport

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>YEAR</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>15,987 (England &amp; Wales)</td>
<td>Community service hours are included in pro bono figures</td>
</tr>
<tr>
<td></td>
<td>29,286 (Firm-wide)</td>
<td></td>
</tr>
<tr>
<td>2002</td>
<td>27,922 (England &amp; Wales)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>40,799 (Firm-wide)</td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td>30,899 (England &amp; Wales)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>51,579 (Firm-wide)</td>
<td></td>
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</tbody>
</table>
ASHURST

ADDRESS: Broadwalk House, 5 Appold Street, London EC2A 2HA
TELEPHONE: 020 7638 1111
FAX: 020 7638 1112
WEBSITE: www.ashurst.com
NUMBER OF OFFICES: 11
LOCATION OF HEAD OFFICE: London
LOCATION OF OTHER OFFICES: Brussels; Frankfurt; Madrid; Milan; Munich; New Delhi; New York; Paris; Singapore; Tokyo
111 (England & Wales); 161 (Firm-wide)
NUMBER OF PARTNERS: 111 (England & Wales); 161 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 302 (England & Wales); 460 (Firm-wide)
PRO BONO CONTACT: Elaine Hatton, Community Involvement Coordinator

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? YES
Does your firm publish information regarding its pro bono programme on the website? YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Company; Consumer; Contract; Debt; Disability; Employment; Housing; Insurance; IP; Litigation; Pensions; Property; Small Claims; Social Security; Tax
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Care International UK; Caribbean Death Row Group; Chelmsford Counselling Foundation; Citizens Advice Bureau at the Royal Courts of Justice; Court of Appeal Alternative Dispute Resolution Scheme; Disability Law Service; Free Representation Unit; Islington Law Centre; Maternity Alliance; Prisoners Abroad; Rainbow School for Autistic Children; RNID; Solicitors Pro Bono Group LawWorks for Community Groups; Spitalfields City Farm; Toynbee Hall Legal Advice Centre

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

Care International UK; Disability Law Service; Low Pay Unit

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**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? YES

If so, what percentage of his/her time is spent on pro bono work?

80%

Does your firm have a pro bono committee? YES

If so, describe the composition of that committee:

Across the board representation: partners, fee earners, trainees, secretarial, support staff - from most departments and some overseas offices

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work?  

YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

CSV Make A Difference Day; DTP and Reprographic assistance to local charities; Getting Ahead Scheme; Head Teacher Mentoring; Health and Safety Assessment and Advice; Employment modules for local IT training charity; IT advice and assistance; Number Partners; Reading Partners; School Governors

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

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<thead>
<tr>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
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<tr>
<td>2001 5,000 (England &amp; Wales)</td>
<td>Community service hours are included in pro bono figures</td>
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<tr>
<td>2002 5,000 (England &amp; Wales)</td>
<td></td>
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<tr>
<td>2003 c. 6,000 (England &amp; Wales)</td>
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BAKER & MCKENZIE

ADDRESS: 100 New Bridge Street, London EC4V 6JA
TELEPHONE: 020 7919 1000
FAX: 020 7919 1999
WEBSITE: www.bakernet.com
NUMBER OF OFFICES: 68
LOCATION OF HEAD OFFICE:
LOCATION OF OTHER OFFICES: Almaty; Amsterdam; Antwerp; Bahrain; Baku; Bangkok; Barcelona; Beijing; Berlin; Bogota; Bologna; Brasilia; Brussels; Budapest; Buenos Aires; Cairo; Calgary; Caracas; Chicago; Dallas; Dusseldorf; Frankfurt; Geneva; Guadalajara; Hanoi; Ho Chi Minh City; Houston; Jakarta; Juarez; Kuala Lumpur; Kyiv; London; Madrid; Manila; Melbourne; Mexico City; Miami; Milan; Monterrey; Moscow; Munich; New York; Palo Alto; Paris; Porto Alegre; Prague; Rio de Janeiro; Riyadh; Rome; San Diego; San Francisco; Santiago; Sao Paulo; Shanghai; Singapore; St. Petersburg; Stockholm; Sydney; Taipei; Tijuana; Tokyo; Toronto; Valencia; Vienna; Warsaw; Washington, D.C.; Zurich

NUMBER OF PARTNERS: 71 (England & Wales); 614 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 187 (England & Wales); 2,598 (Firm-wide)
PRO BONO CONTACT:
Tom Cassels, Partner

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO
Does your firm publish information regarding its pro bono programme on the website? YES
TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Banking; Company; Contract; Education; Employment; Immigration; Insurance; IP; Litigation; Planning; Property; Small claims; Tax

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Cancer Research UK; Caribbean Capital cases; Oxfam; Save the Children Alliance; United Nations High Commissioner for Refugees

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

Oxfam place a secondee with employment department; provide office space free of charge for Amicus

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? YES

If so, what percentage of his/her time is spent on pro bono work?

10%

Does your firm have a pro bono committee? YES

If so, describe the composition of that committee:

Partner, associate solicitors and trainees for legal pro bono. Partner and representatives of all staff members for fundraising and volunteering committee.

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work? YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Mentoring; reading with children; befriending relatives of sick children; volunteering at homeless shelters, law centres and CAB work

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

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<th></th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
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<tbody>
<tr>
<td>2001</td>
<td>462 (England &amp; Wales) n/a (Firm-wide)</td>
<td>Community service figures not available</td>
</tr>
<tr>
<td>2002</td>
<td>973 (England &amp; Wales) n/a (Firm-wide)</td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td>1,633 (England &amp; Wales) n/a (Firm-wide)</td>
<td></td>
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BARLOW LYDE & GILBERT

ADDRESS: Beaufort House, 15 St Botolph Street, London EC3A 7NJ

TELEPHONE: 020 7247 2277

FAX: 020 7643 8500

WEBSITE: www.blg.co.uk

NUMBER OF OFFICES: 4

LOCATION OF HEAD OFFICE: Hong Kong; London; Oxford; Shanghai

LOCATION OF OTHER OFFICES:

NUMBER OF PARTNERS: 79 (England & Wales); 85 (Firm-wide)

NUMBER OF ASSOCIATES/ASSISTANTS: 215 (England & Wales); 236 (Firm-wide)

PRO BONO CONTACT: Simon Phippard, Partner
Caroline Walsh, Graduate Recruitment and Development Manager

FIRM POLICIES

Does your firm have a written pro bono policy? YES

Does your firm give billable hour credit or equivalency for pro bono work? N/A*

* Barlow Lyde does not have billable hour targets

Is there partnership supervision on each pro bono matter? NO*

* However, where firm is advising directly or is on the record, there is always partnership supervision.

Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES

Does your firm offer training opportunities for pro bono work? YES

Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO

Does your firm publish information regarding its pro bono programme on the website? YES
TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Consumer; Criminal; Debt; Employment; Family; Housing; Litigation; Mortgage; Property

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Capital Cases Trust: Member of the City Panels providing advice and representation on criminal appeals from Jamaica and Trinidad and Tobago; Emmaus Greenwich; Legal Advice Centre, Waterloo; Royal Courts of Justice Citizens Advice Bureau; St Botolph’s Project

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? YES

If so, what percentage of his/her time is spent on pro bono work?

3%

Does your firm have a pro bono committee? NO*

If so, describe the composition of that committee:

*The Pro Bono Partner and the firm's Senior Partner meet when required to review progress and new initiatives in the firm's pro bono activity and likewise meet with those involved in particular projects. The firm’s Managing Board reviews pro bono activity on a regular basis.

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work?  

YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

School reading project: Bigland Green Primary School, Tower Hamlets

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
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</thead>
<tbody>
<tr>
<td>2001</td>
<td>316 (England &amp; Wales) 316 (Firm-wide)</td>
<td>0 (England &amp; Wales) 0 (Firm-wide)</td>
</tr>
<tr>
<td>2002</td>
<td>251 (England &amp; Wales) 251 (Firm-wide)</td>
<td>0 (England &amp; Wales) 0 (Firm-wide)</td>
</tr>
<tr>
<td>2003</td>
<td>332 (England &amp; Wales) 332 (Firm-wide)</td>
<td>335 (England &amp; Wales) 335 (Firm-wide)</td>
</tr>
</tbody>
</table>
BATES, WELLS & BRAITHWAITE

ADDRESS: 
Cheapside House, 138 Cheapside, London 
EC2V 6BB

TELEPHONE: 
020 7551 7777

FAX: 
020 7551 7800

WEBSITE: 
www.bateswells.co.uk

NUMBER OF OFFICES: 
1

LOCATION OF HEAD OFFICE: 
London

LOCATION OF OTHER OFFICES: 

NUMBER OF PARTNERS: 
21 (England & Wales)

NUMBER OF ASSOCIATES/ASSISTANTS: 
34 (England & Wales)

PRO BONO CONTACT: 
Julian Blake, Partner

FIRM POLICIES

Does your firm have a written pro bono policy? 
YES*

* Several written schemes plus active encouragement

Does your firm give billable hour credit or equivalency for pro bono work? 
YES

Is there partnership supervision on each pro bono matter? 
YES*

* As appropriate

Is pro bono work a factor in decisions regarding compensation, performance 
reviews and partnership? 
YES

Does your firm offer training opportunities for pro bono work? 
NO*

* Time given if opportunity arises

Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? 
NO

Does your firm publish information regarding its pro bono programme on the 
website? 
YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal 
assistance:

Charities and social enterprises otherwise without resources to pay; Contract; 
Employment; Immigration; Litigation; Small Claims; Wills/Probate
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

- Direct approaches;
- Solicitors Pro Bono Group;
- Law Society;
- Voluntary sector organisations.

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

- Trustees and secretaryships of charities;
- Trainee secondments to charity clients from time to time (none currently).

---

**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  
**YES**

If so, what percentage of his/her time is spent on pro bono work?  
4%

Does your firm have a pro bono committee?  
**YES**

If so, describe the composition of that committee:  
Firm is in the process of establishing a committee with representatives from the whole firm.

Can trainees work on pro bono matters?  
**YES**

Can new associates/assistants work on pro bono matters?  
**YES**

Does your firm offer the use of support staff in handling pro bono matters?  
**YES**

---

**COMMUNITY SERVICE**

Does your firm promote and facilitate the involvement of staff in community service work?  
**YES**

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

- Government department secondments;
- Voluntary sector committee work;
- Free lectures/seminars.
**PRO BONO AND COMMUNITY SERVICE HOURS**

How many hours of pro bono legal work and community service were provided by your firm's lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th></th>
<th>PRO BONO*</th>
<th>COMMUNITY SERVICE**</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>500 (England &amp; Wales)</td>
<td>300 (England &amp; Wales)</td>
</tr>
<tr>
<td>2002</td>
<td>530 (England &amp; Wales)</td>
<td>330 (England &amp; Wales)</td>
</tr>
<tr>
<td>2003</td>
<td>560 (England &amp; Wales)</td>
<td>360 (England &amp; Wales)</td>
</tr>
</tbody>
</table>

* Not systematically captured but analysed for 2002. Otherwise estimated.

** Comparable to pro bono commitment. Estimated on that basis.

N.B: Because many of the firm's clients are charities, much of their free/preferentially priced work is integrated with their daily work, so separate analysis is not straightforward. They are seeking to capture such information more systematically.
**BROWNE JACOBSON**

| ADDRESS: | 44 Castle Gate, Nottingham  NG1 7BJ |
| TELEPHONE: | 0115 976 6000 |
| FAX: | 0115 947 5246 |
| WEBSITE: | www.brownejacobson.com |
| NUMBER OF OFFICES: | 3 |
| LOCATION OF HEAD OFFICE: | Nottingham |
| LOCATION OF OTHER OFFICES: | Birmingham; London |
| NUMBER OF PARTNERS: | 49 |
| NUMBER OF ASSOCIATES/ASSISTANTS: | 97 |
| PRO BONO CONTACT: | Richard Murphy, Solicitor |

**FIRM POLICIES**

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does your firm have a written pro bono policy?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm give billable hour credit or equivalency for pro bono work?</td>
<td>NO</td>
</tr>
<tr>
<td>Is there partnership supervision on each pro bono matter?</td>
<td>YES</td>
</tr>
<tr>
<td>Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm offer training opportunities for pro bono work?</td>
<td>YES</td>
</tr>
<tr>
<td>Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm publish information regarding its pro bono programme on the website?</td>
<td>YES</td>
</tr>
</tbody>
</table>

**TYPES OF PRO BONO WORK**

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Charity Law; Company; Contract; Employment; Litigation; PI
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Alcohol Problems, Advisory Service; Citizens Advice Bureau; Portland College; Pro Help; The Prince's Trust; Victim Support

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

---

**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  

YES

If so, what percentage of his/her time is spent on pro bono work?  

Not recorded

Does your firm have a pro bono committee?  

YES

If so, describe the composition of that committee:

The committee consists of partners, associates and assistants from all areas of the firm.

Can trainees work on pro bono matters?  

YES

Can new associates/assistants work on pro bono matters?  

YES

Does your firm offer the use of support staff in handling pro bono matters?  

YES

---

**COMMUNITY SERVICE**

Does your firm promote and facilitate the involvement of staff in community service work?  

YES
List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Reading with children at two local primary schools; fundraising for the school books by coffee mornings and “jeans” days; gardening in the community projects; fundraising for community projects by weekly weigh-ins; tai chi classes for which an element of the weekly class fee will go to charity; team participating in the Robin Hood Half Marathon (the nominated charity is the Nottingham City Hospital and they are specifically raising money for its cardiology unit’s new gym)

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**PRO BONO AND COMMUNITY SERVICE HOURS**

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td></td>
</tr>
<tr>
<td>2002</td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td>850</td>
</tr>
</tbody>
</table>
CHARLES RUSSELL

ADDRESS: 8 - 10 New Fetter Lane, London EC4A 1RS
TELEPHONE: 020 7203 5000
FAX: 020 7203 0200
WEBSITE: www.charlesrussell.co.uk
NUMBER OF OFFICES: 3
LOCATION OF HEAD OFFICE: London
LOCATION OF OTHER OFFICES: Cheltenham; Guildford
NUMBER OF PARTNERS: 86
NUMBER OF ASSOCIATES/ASSISTANTS: 121
PRO BONO CONTACT: Elinor Short, Solicitor

FIRM POLICIES

Does your firm have a written pro bono policy? NO
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? NO
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? YES
Does your firm publish information regarding its pro bono programme on the website? YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Charity; Company; Copyright; Dispute Resolution; Education; Employment; Family; Finance; Litigation; Maternity/Parents’ Rights; Media/Entertainment; Pensions; PI; Property; Religious; Sport; Tax; Trust
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Adoption Lawyers Association; Alexander Maxwell Law Scholarship Trust; The Association of British Orchestras; Balliol College Oxford; Barnardos; The Big Issue; Black Water Valley Enterprise Trust; CAM Foundation; Charity Finance Directors’ Group; Law Association; City and Guilds of London Institute; Concern Universal; Connection at St. Martin’s; Council of the Corporation of the Church House; The Countryside Trust; Court of the Corporation of the Sons of the Clergy; The Development Trust; Dorneywood Trust; English Chamber Orchestra; Friends of the Imperial War Museum; Gloucestershire Community Foundation; Hanover Band; Historic Churches Preservation Trust; HSBC CIFs Fund for Growth and Fund for Income; Leche Trust; Legal Support for Children and Women; Lido, Royal Courts of Justice CAB; London Philharmonic Orchestra, Institute of Advanced Motorists; Marie Curie Cancer Care; Maternity Alliance; Migraine Trust; Miscellaneous Free Lance Musicians (300); Richard House Childrens Hospice; Royal Philharmonic Society; St Ethelburga’s Centre for Reconciliation and Peace; Surrey Law Centre, Chartered Institute of Arbitrators, Sandford Park; The Worshipful Company of Musicians; Vicar’s Christmas Appeal Fund at St. Martin’s; Young Enterprise Scheme; Young Professionals Committee; Youth Sport Trust

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

City and Guilds of London Institute

**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? **YES**

If so, what percentage of his/her time is spent on pro bono work?

10%

Does your firm have a pro bono committee? **YES**

If so, describe the composition of that committee:

Senior Partner; Equity Partner; Director of Human Resources; two assistant solicitors

Can trainees work on pro bono matters? **YES**

Can new associates/assistants work on pro bono matters? **YES**

Does your firm offer the use of support staff in handling pro bono matters? **YES**
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work?  

YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Fundraising; reading with children; teaching enterprise to children; Church warden; Church Clerk of Works; School Governor; conservation work

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th></th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>980</td>
<td>150</td>
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<tr>
<td>2002</td>
<td>2,333</td>
<td>150</td>
</tr>
<tr>
<td>2003</td>
<td>2,237</td>
<td>200</td>
</tr>
</tbody>
</table>
CLEARY, GOTTLIEB, STEEN & HAMILTON

ADDRESS: City Place House, 55 Basinghall Street, London EC2V 5EH
TELEPHONE: 020 7614 2200
FAX: 020 7600 1698
WEBSITE: www.clearygottlieb.com
NUMBER OF OFFICES: 12
LOCATION OF HEAD OFFICE: New York
LOCATION OF OTHER OFFICES: Brussels; Cologne; Frankfurt; Hong Kong; London; Milan; Moscow; Paris; Rome; Tokyo; Washington, D.C.
NUMBER OF PARTNERS: 15 (England & Wales); 167 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 48 (England & Wales); 616 (Firm-wide)
PRO BONO CONTACT: New York: Carrie Grimm, Pro Bono Coordinator; Steven Horowitz, Partner, New York office, Chair of Pro Bono Committee
London: Jennifer C. Bender, Associate; Andrew Curran, Partner

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES*

* Pro bono work is evaluated with all other work performed by associates, but this does not affect salary or bonuses.

Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? YES
Does your firm publish information regarding its pro bono programme on the website? YES
TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Company; Contract; Family; IP; Immigration; Human Rights; Litigation; Mental Health; Mortgage; Property; Wills/Probate

In London, the main focus of the pro bono practice is on forming new charities and other corporate and tax matters.

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Lawyers Alliance for New York; Lawyers Committee on Civil Rights Under the Law; Legal Aid Society; Legal Committee on Human Rights; Legal Services for New York - including MFY Legal Services and Brooklyn Legal Services Corporation; Mutual Housing Association of New York; New York Immigration Coalition; New York Lawyers for the Public Interest; Sanctuary for Families; Solicitors Pro Bono Group (London); Volunteer Lawyers for the Arts

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

In New York: MFY Legal Services; Lawyers Alliance for New York; and NYC Law Department (Tort Division)

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  

YES

If so, what percentage of his/her time is spent on pro bono work?

100%

Does your firm have a pro bono committee?  

YES
If so, describe the composition of that committee:

In the New York office, a Community Legal Assistance Committee (CLAC), comprised of partners and associates, oversees all aspects of our pro bono program. The CLAC is comprised of 15 members. Five partners and four associates are appointed to the CLAC on a two year rotating basis. Six partners, including the managing partner are on the CLAC in an ex-officio capacity. Each serves on the board of a legal services organization with which Cleary Gottlieb has a close relationship. The CLAC screens and approves all New York pro bono matters, and meets regularly to discuss and improve the ways in which pro bono work is conducted.

In the Washington, D.C. office, a separate pro bono committee of partners and associates oversees the pro bono work done in that office.

The London office is leading the firm’s pro bono efforts outside the United States. The London office also maintains a pro bono committee made up of partners and associates.

Can trainees work on pro bono matters? YES
Can new associates/assistants work on pro bono matters? YES
Does your firm offer the use of support staff in handling pro bono matters? YES

COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work? YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Cleary Gottlieb employees in the New York office have the opportunity to participate in a variety of public service work through the firm’s long-standing partnership program with Washington Irving High School in Lower Manhattan.
# PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>52.50 (England &amp; Wales) 29,450.25 (Firm-wide)</td>
<td>2,328.25 (New York and Washington, D.C. only)</td>
</tr>
<tr>
<td>2002</td>
<td>475 (England &amp; Wales) 47,038.25 (Firm-wide)</td>
<td>1,649 (New York and Washington, D.C. only)</td>
</tr>
<tr>
<td>2003</td>
<td>557 (England &amp; Wales) 57,413 (Firm-wide)</td>
<td>2,804.75 (New York and Washington, D.C. only)</td>
</tr>
</tbody>
</table>
CLIFFORD CHANCE LLP

ADDRESS: 10 Upper Bank Street, London E14 5JJ
TELEPHONE: 020 7006 1000
FAX: 020 7006 5555
WEBSITE: www.cliffordchance.com
NUMBER OF OFFICES: 29
LOCATION OF HEAD OFFICE: London
LOCATION OF OTHER OFFICES:
Amsterdam; Bangkok; Barcelona; Beijing; Berlin; Brussels; Budapest; Dubai; Dusseldorf; Frankfurt; Hong Kong; Luxembourg; Madrid; Milan; Moscow; Munich; New York; Padua; Palo Alto; Paris; Prague; Rome; Sao Paulo; Shanghai; Singapore; Tokyo; Warsaw; Washington, D.C.

NUMBER OF PARTNERS: 229 (England & Wales); 626 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 737 (England & Wales) (Excluding Trainees); 2,625 (Firm-wide) (Including Trainees)
PRO BONO CONTACT:
Michael Smyth, Pro Bono Partner
Cathy Jones, Community Affairs Manager

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? YES
Does your firm publish information regarding its pro bono programme on the website? YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:
Banking; Clinical negligence; Company; Consumer; Contract; Death Row (Caribbean and U.S.); Debt; Education; Employment; Immigration; Insurance; IP; Litigation; Planning; Property; Small claims; Tax
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

African Caribbean Diversity; Age Concern; British Kidney Patient Association; Bromley-By-Bow Centre; Charterhouse-in-Southwark; Commonwealth Law Association; Emmaus Trust; Isle of Dogs Community Foundation; Junior Achievement - Young Enterprise; Law For All; LawWorks for Community Groups; Mazorca Projects; Mercy Ships; National Autistic Society; National Missing Persons Helpline; O2C; Oxygen to Cities; Ovacome; PlaNet Finance; RAINBO; Sadler's Wells; The Big Issue; International Senior Lawyers Project; The Media Trust; The Place 2 Be; The Sir Steve Redgrave Charitable Trust; The Wooden Spoon Society; Titchfield Community Association; Transparency International; Victim Support; WebPlay UK; Wings of Hope

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

Liberty; Law For All; the Olympic London 2012 bid

**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  

The firm has three full-time employees

If so, what percentage of his/her time is spent on pro bono work?  

Manager: administration and management of pro bono - 60%

Does your firm have a pro bono committee?  

If so, describe the composition of that committee:

Senior partner; pro bono partner; partner representatives from each London practice; human resources director; London regional chief operating officer and community affairs manager

Can trainees work on pro bono matters?  

Can new associates/assistants work on pro bono matters?  

Does your firm offer the use of support staff in handling pro bono matters?
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work? YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Mentoring secondary school students; reading, numbers and foreign language partnering with primary school children; work experience opportunities for over 65 15 - 17 year olds annually; participation in Take Our Children to Work Day for local year 10 students; time off for volunteers cleaning local riverside with charity Thames 21; financial match-funding for one-off opportunities assessed on case-by-case basis; everyone encouraged to become School Governors, Trustees of charities, volunteers for Arts and Business Board Bank and Skills Bank programmes. More generally, the firm provides meeting room/reception facilities for not-for-profit and charitable organisations on a regular basis. Regular charitable collections organised by the firm include mobile phones, stamps, books, magazines, casual clothes, suits, toys and foreign currency.

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE*</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001 19,000 (England &amp; Wales)</td>
<td>Community service hours are included in pro bono figures</td>
</tr>
<tr>
<td>2002 25,000 (England &amp; Wales)</td>
<td></td>
</tr>
<tr>
<td>2003 30,000 (England &amp; Wales)</td>
<td></td>
</tr>
</tbody>
</table>

* Numbers do not include time spent by professional support staff and general support staff.
CLYDE & CO

**ADDRESS:**
51 Eastcheap, London EC3M 1JP

**TELEPHONE:**
020 7623 1244

**FAX:**
020 7623 5427

**WEBSITE:**
www.clydeco.com

**NUMBER OF OFFICES:**
12

**LOCATION OF HEAD OFFICE:**
London

**LOCATION OF OTHER OFFICES:**
Belgrade; Caracas; Cardiff; Dubai; Guildford; Hong Kong; Nantes; Paris; Piraeus; Singapore; St. Petersburg

**NUMBER OF PARTNERS:**
100 (England & Wales); 130 (Firm-wide)

**NUMBER OF ASSOCIATES/ASSISTANTS:**
200 (England & Wales); 250 (Firm-wide)

**PRO BONO CONTACT:**
Nicola Higgs, Pro Bono Co-ordinator

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### FIRM POLICIES

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does your firm have a written pro bono policy?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm give billable hour credit or equivalency for pro bono work?</td>
<td>NO</td>
</tr>
<tr>
<td>Is there partnership supervision on each pro bono matter?</td>
<td>YES</td>
</tr>
<tr>
<td>Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership?</td>
<td>NO</td>
</tr>
<tr>
<td>Does your firm offer training opportunities for pro bono work?</td>
<td>YES</td>
</tr>
<tr>
<td>Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm publish information regarding its pro bono programme on the website?</td>
<td>YES</td>
</tr>
</tbody>
</table>

### TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Company; Consumer; Contract; Debt; Employment; Housing; Insurance; IP; Litigation; PI; Property; Small Claims
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Brent Citizens Advice Bureau; Lambeth Law Centre; Mary Ward Legal Centre; Royal Courts of Justice, Citizens Advice Bureau; Surrey Community & Development Trust; Surrey Law Centre

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? YES

If so, what percentage of his/her time is spent on pro bono work?

50%

Does your firm have a pro bono committee? YES

If so, describe the composition of that committee:

A cross-section of partners, assistants and support staff

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES

COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work? YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Reading with primary school children and legal literacy in a secondary school
PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
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</thead>
<tbody>
<tr>
<td>2001</td>
<td></td>
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<tr>
<td>2002</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### CMS CAMERON MCKENNA

**ADDRESS:**
Mitre House, 160 Aldersgate Street, London EC1A 4DD

**TELEPHONE:**
020 7367 3000

**FAX:**
020 7367 2000

**WEBSITE:**
www.law-now.com

**NUMBER OF OFFICES:**
11

**LOCATION OF HEAD OFFICE:**
London

**LOCATION OF OTHER OFFICES:**
Aberdeen; Bristol; Bucharest; Budapest; Edinburgh; Hong Kong; Moscow; Prague; Toronto; Warsaw

**NUMBER OF PARTNERS:**
121 (England & Wales); 138 (Firm-wide)

**NUMBER OF ASSOCIATES/ASSISTANTS:**
304 (England & Wales); 435 (Firm-wide)

**PRO BONO CONTACT:**
Richard Brophy, Community Affairs Co-ordinator

### FIRM POLICIES

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does your firm have a written pro bono policy?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm give billable hour credit or equivalency for pro bono work?</td>
<td>YES</td>
</tr>
<tr>
<td>Is there partnership supervision on each pro bono matter?</td>
<td>YES</td>
</tr>
<tr>
<td>Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership?</td>
<td>NO</td>
</tr>
<tr>
<td>Does your firm offer training opportunities for pro bono work?</td>
<td>YES</td>
</tr>
<tr>
<td>Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work?</td>
<td>NO</td>
</tr>
<tr>
<td>Does your firm publish information regarding its pro bono programme on the website?</td>
<td>YES</td>
</tr>
</tbody>
</table>

### TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

- Banking
- Consumer
- Corporate
- Employment
- Human Rights (Death Row)
- Insurance
- Real Estate
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

City and Hackney Primary Care Trust; Claremont Project, Islington; East London Business Alliance; Groundwork East London; Hackney Community Law Centre; Hackney Voluntary Action; Hoxton Bibliotech; Islington Law Centre; Leaside Trust; Shoreditch Our Way; Solicitors Pro Bono Group; St George’s Church, Bloomsbury

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? YES

If so, what percentage of his/her time is spent on pro bono work?

100%

Does your firm have a pro bono committee? YES

If so, describe the composition of that committee:

2 Partners; 1 Assistant Solicitor; 3 Trainees; PA to the Managing Partner; HR representative; Partnership Secretary; Community Affairs Co-ordinator

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work? YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Hackney Schools Mentoring Programme; Reading and Number Partners; Careers workshops for secondary school children from the boroughs around the city; Board membership (i.e. Management Committees of local charities and community groups, Trusteeships and School Governorships)

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th></th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
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</thead>
<tbody>
<tr>
<td>2001</td>
<td>No figures</td>
<td>No figures</td>
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<tr>
<td>2002</td>
<td>No figures</td>
<td>No figures</td>
</tr>
<tr>
<td>2003</td>
<td>1,400 (England &amp; Wales)</td>
<td>1,530 (England &amp; Wales)</td>
</tr>
</tbody>
</table>
COUDERT BROTHERS LLP

ADDRESS: 60 Cannon Street, London EC4N 6JP
TELEPHONE: 020 7248 3000
FAX: 020 7248 3001
WEBSITE: www.coudert.com
NUMBER OF OFFICES: 29
LOCATION OF HEAD OFFICE: New York
LOCATION OF OTHER OFFICES: Almaty; Antwerp; Bangkok; Beijing; Berlin; Brussels; Budapest; Frankfurt; Ghent; Hong Kong; Jakarta; London; Los Angeles; Mexico City; Milan; Moscow; New York; Palo Alto; Paris; Prague; Rome; San Francisco; Shanghai; Singapore; St. Petersburg; Stockholm; Sydney; Tokyo; Washington, D.C.
NUMBER OF PARTNERS: 11 (England & Wales); 173 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 27 (England & Wales); 470 (Firm-wide)
PRO BONO CONTACT: Simon Cockshutt (London)

FIRM POLICIES

Does your firm have a written pro bono policy? NO
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? NO
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO
Does your firm publish information regarding its pro bono programme on the website? NO

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

In London: Employment; Litigation; Property
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Kids Company

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

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**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? **YES**

If so, what percentage of his/her time is spent on pro bono work?

3%

Does your firm have a pro bono committee? **NO**

If so, describe the composition of that committee:

Can trainees work on pro bono matters? **YES**

Can new associates/assistants work on pro bono matters? **YES**

Does your firm offer the use of support staff in handling pro bono matters? **YES**

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**COMMUNITY SERVICE**

Does your firm promote and facilitate the involvement of staff in community service work? **NO**

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):
### PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th></th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td></td>
<td>Community service hours are not known</td>
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<tr>
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<td></td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td></td>
<td>200 (England &amp; Wales)</td>
</tr>
</tbody>
</table>
COVINGTON & BURLING

ADDRESS: 265 Strand, London WC2R 1BH
TELEPHONE: 020 7067 2000
FAX: 020 7067 2054
WEBSITE: www.covington.com
NUMBER OF OFFICES: 5
LOCATION OF HEAD OFFICE: Brussels; London; New York; San Francisco
LOCATION OF OTHER OFFICES: Washington, D.C.
NUMBER OF PARTNERS: 11 (England and Wales); 169 (Firm-wide), as of 1 September 2004
NUMBER OF ASSOCIATES/ASSISTANTS: 33 (including counsel) (England and Wales); 324 (including counsel) (Firm-wide), as of 1 September 2004
PRO BONO CONTACT: Kelly Vance, Partner
Erica Price, Associate

FIRM POLICIES

Does your firm have a written pro bono policy? YES

Does your firm give billable hour credit or equivalency for pro bono work? Pro bono work is fully taken into account in evaluating a lawyer’s workload and for the purpose of determining bonuses.

Is there partnership supervision on each pro bono matter? YES

Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES

Does your firm offer training opportunities for pro bono work? YES

Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? YES

Does your firm publish information regarding its pro bono programme on the website? YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Charities; Child Welfare*; Civil Rights/Civil Liberties; Company; Contract; Criminal and
Court-appointed cases (including death penalty)*;

Data Privacy; Education*; Employment; Environment*; Family*; Health*; Historic Preservation*; Housing; Immigration*; International Trade; IP; Libel/Media; Litigation; Property*; Tax*; World Trade Centre*

* Denotes a category of activity undertaken in U.S. offices only

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Pro bono groups that we have advised include the Balkans Peace Park Project; Brent Mind; Dress for Success; International Research and Exchanges Board; Lady Hoare Trust; Leeds Survivor Led Crisis Centre; National Women’s Register; Solicitors Pro Bono Group; Steps Association; Transparency International; Upton Hindu Community Association

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

In Washington, D.C.: Neighbourhood Legal Services Program; the Children’s Law Centre; Bread for the City

---

**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  

YES

If so, what percentage of his/her time is spent on pro bono work?  

London (associate): 25%. In addition, the Washington, DC office has two full-time pro bono coordinators

Does your firm have a pro bono committee?  

YES

If so, describe the composition of that committee:

2 Chairmen; 2 Vice-Chairmen and 27 members, comprising partners and associates from the firm’s US and London offices

Can trainees work on pro bono matters?  

YES

Can new associates/assistants work on pro bono matters?  

YES

Does your firm offer the use of support staff in handling pro bono matters?  

YES
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work?  

YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

The Washington, D.C. office is involved in various educational outreach programmes and organises summer courses and other educational programmes in law for disadvantaged students.

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>905 (England &amp; Wales)</td>
<td>69,035 (Firm-wide)</td>
</tr>
<tr>
<td>2001</td>
<td>69,035 (Firm-wide)</td>
<td>Figures not available</td>
</tr>
<tr>
<td>2002</td>
<td>1,233 (England &amp; Wales)</td>
<td>84,572 (Firm-wide)</td>
</tr>
<tr>
<td>2003</td>
<td>776 (England &amp; Wales)</td>
<td>71,472 (Firm-wide)</td>
</tr>
</tbody>
</table>
**DECHERT LLP**

<table>
<thead>
<tr>
<th>ADDRESS:</th>
<th>2 Serjeants' Inn, London EC4Y 1LT</th>
</tr>
</thead>
<tbody>
<tr>
<td>TELEPHONE:</td>
<td>020 7583 5353</td>
</tr>
<tr>
<td>FAX:</td>
<td>020 7353 3683</td>
</tr>
<tr>
<td>WEBSITE:</td>
<td><a href="http://www.dechert.com">www.dechert.com</a></td>
</tr>
<tr>
<td>NUMBER OF OFFICES:</td>
<td>17</td>
</tr>
<tr>
<td>LOCATION OF HEAD OFFICE:</td>
<td>Philadelphia</td>
</tr>
<tr>
<td>LOCATION OF OTHER OFFICES:</td>
<td>Boston; Brussels; Charlotte; Frankfurt; Harrisburg; Hartford; London; Luxembourg; Munich; New York; Newport Beach; Palo Alto; Paris; Princeton; San Francisco; Washington, D.C.</td>
</tr>
<tr>
<td>NUMBER OF PARTNERS:</td>
<td>35 (England &amp; Wales); 223 (Firm-wide)</td>
</tr>
<tr>
<td>NUMBER OF ASSOCIATES/ASSISTANTS:</td>
<td>100 (England &amp; Wales) (including trainees); 444 (Firm-wide) (including trainees)</td>
</tr>
<tr>
<td>PRO BONO CONTACT:</td>
<td>Suzanne Turner, Pro Bono Partner</td>
</tr>
</tbody>
</table>

**FIRM POLICIES**

- Does your firm have a written pro bono policy? YES
- Does your firm give billable hour credit or equivalency for pro bono work? YES
- Is there partnership supervision on each pro bono matter? YES
- Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
- Does your firm offer training opportunities for pro bono work? YES
- Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? YES
- Does your firm publish information regarding its pro bono programme on the website? YES

**TYPES OF PRO BONO WORK**

List the substantive areas of law in which your firm has provided pro bono legal assistance:

- Banking; Capital Defense; Charity Law; Company; Consumer; Contract; Debt; Education; Employment; Family; Health; Housing; Immigration; Insurance; International Human Rights; IP; Litigation; Mental Health; Mortgage; Pensions; PI; Planning; Property; Small Claims; Tax
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

In the UK: Centre for Corporate Accountability; Foreign and Commonwealth Office; Free Representation Unit; Interights; Justice; LawWorks for Community Groups; Liberty; North Kensington Law Centre; The Prince’s Trust; Redress; Royal Courts of Justice, Citizens Advice Bureau; Solicitors Pro Bono Group

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

Beginning in January 2005, the London office will begin a secondment programme for trainees with Liberty.

---

**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? YES

If so, what percentage of his/her time is spent on pro bono work?

100%

Does your firm have a pro bono committee? YES

If so, describe the composition of that committee:

The firm-wide pro bono committee consists of a representative from every office, both in Europe and the United States. Several offices also have local pro bono committees.

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES

---

**COMMUNITY SERVICE**

Does your firm promote and facilitate the involvement of staff in community service work? YES
List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

In London, the firm sponsors and staffs a weekly reading scheme with a local primary school. Also, secretaries participate in a rota providing secretarial support to the Royal Courts of Justice, Citizens Advice Bureau.

---

**PRO BONO AND COMMUNITY SERVICE HOURS**

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>131 (England &amp; Wales)</td>
<td>Figures not available</td>
</tr>
<tr>
<td></td>
<td>20,676 (Firm-wide)</td>
<td></td>
</tr>
<tr>
<td>2002</td>
<td>1,918 (England &amp; Wales)</td>
<td>30,516 (Firm-wide)</td>
</tr>
<tr>
<td>2003</td>
<td>3,116 (England &amp; Wales)</td>
<td>34,030 (Firm-wide)</td>
</tr>
</tbody>
</table>
# DLA

** ADDRESS:**
3 Noble Street, London EC2V 7EE

** TELEPHONE:**
08700 111 111

** FAX:**
020 7796 6666

** WEBSITE:**
www.dibblupton.com

** NUMBER OF OFFICES:**
29

** LOCATION OF HEAD OFFICE:**
London

** LOCATION OF OTHER OFFICES:**
Austria; Belgium; Birmingham; Bradford; Bosnia-Herzegovia; China; Croatia; Czech Republic; Denmark; Edinburgh; France; Germany; Glasgow; Hong Kong; Hungary; Italy; Leeds; Liverpool; Manchester; Netherlands; Norway; Russia; Sheffield; Singapore; Slovakia; Spain; Sweden; Thailand

** NUMBER OF PARTNERS:**
299 (England & Wales); 339 (Firm-wide)

** NUMBER OF ASSOCIATES/ASSISTANTS:**
563 (England & Wales); 1,482 (Firm-wide)

** PRO BONO CONTACT:**
Elaine Radford, Head of Corporate Social Responsibility

---

## FIRM POLICIES

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does your firm have a written pro bono policy?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm give billable hour credit or equivalency for pro bono work?</td>
<td>NO</td>
</tr>
<tr>
<td>Is there partnership supervision on each pro bono matter?</td>
<td>YES</td>
</tr>
<tr>
<td>Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm offer training opportunities for pro bono work?</td>
<td>YES</td>
</tr>
<tr>
<td>Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm publish information regarding its pro bono programme on the website?</td>
<td>YES</td>
</tr>
</tbody>
</table>

---

## TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

- Company
- Contract
- Employment
- IP
- Litigation
- Property
- Small claims
- Tax
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

The Prince’s Trust, Business in the Community’s ProHelp; Citylink; City of London

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

Under discussion

---

**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  
YES

If so, what percentage of his/her time is spent on pro bono work?

100%

Does your firm have a pro bono committee?  
YES

If so, describe the composition of that committee:

From across the business

Can trainees work on pro bono matters?  
YES

Can new associates/assistants work on pro bono matters?  
YES

Does your firm offer the use of support staff in handling pro bono matters?  
YES

---

**COMMUNITY SERVICE**

Does your firm promote and facilitate the involvement of staff in community service work?  
YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Literacy schemes; mentoring; general mentoring; volunteer action days
# PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm's lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>4,850 (England &amp; Wales)</td>
<td>Community service hours are included in pro bono figures</td>
</tr>
<tr>
<td>2002</td>
<td>7,000 (England &amp; Wales)</td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td>13,621* (England &amp; Wales)</td>
<td>* Includes WellChild Fundraising Campaign</td>
</tr>
</tbody>
</table>

* Indicates the inclusion of WellChild Fundraising Campaign.
FIRM POLICIES

Does your firm have a written pro bono policy?  YES
Does your firm give billable hour credit or equivalency for pro bono work?  YES
Is there partnership supervision on each pro bono matter?  YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership?  YES
Does your firm offer training opportunities for pro bono work?  YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work?  YES
Does your firm publish information regarding its pro bono programme on the website?  YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Company; Consumer; Contract; Employment; IP; Property
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

American Church in London; Counselling; Dry Stone Walling Association of Great Britain; Galapagos Conservation Trust; Inside Out; Prince’s Trust; Quaker International; Repton Foundation; Solicitors Pro Bono Group; Guild of Machine Knitters; Transparency International; View to Learning; Chipmunka Publishing

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

BPP Professional Pro Bono Clinic

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? YES

If so, what percentage of his/her time is spent on pro bono work? 5%

Does your firm have a pro bono committee? NO

If so, describe the composition of that committee:

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES

COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work? YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Reading with disadvantaged; working with American Church in London
### PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th></th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>6 (England &amp; Wales)</td>
<td>3 (England &amp; Wales)</td>
</tr>
<tr>
<td></td>
<td>8,532 (Firm-wide)</td>
<td>20,182 (Firm-wide)</td>
</tr>
<tr>
<td>2001</td>
<td>14 (England &amp; Wales)</td>
<td>1 (England &amp; Wales)</td>
</tr>
<tr>
<td></td>
<td>24,460 (Firm-wide)</td>
<td>17,935 (Firm-wide)</td>
</tr>
<tr>
<td>2002</td>
<td>580 (England &amp; Wales)</td>
<td>204 (England &amp; Wales)</td>
</tr>
<tr>
<td></td>
<td>25,484 (Firm-wide)</td>
<td>21,166 (Firm-wide)</td>
</tr>
</tbody>
</table>
**FRESHFIELDS BRUCKHAUS DERINGER**

**ADDRESS:** 65 Fleet Street, London EC4Y 1HS

**TELEPHONE:** 020 7936 4000

**FAX:** 020 7832 7001

**WEBSITE:** www.freshfields.com

**NUMBER OF OFFICES:** 28

**LOCATION OF HEAD OFFICE:**

**LOCATION OF OTHER OFFICES:** Amsterdam; Bangkok; Barcelona; Beijing; Berlin; Bratislava; Brussels; Budapest; Cologne; Düsseldorf; Frankfurt; Hamburg; Hanoi; Ho Chi Minh City; Hong Kong; London; Madrid; Milan; Moscow; Munich; New York; Paris; Rome; Shanghai; Singapore; Vienna; Washington, D.C.; 173 (England & Wales); 513 (Firm-wide)

**NUMBER OF PARTNERS:**

**NUMBER OF ASSOCIATES/ASSISTANTS:** 584 (England & Wales); 1,745 (Firm-wide)

**PRO BONO CONTACT:** Florence Campbell, Dispute Resolution Pro Bono Officer

Lois Duguid, Head of Community Affairs

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**FIRM POLICIES**

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does your firm have a written pro bono policy?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm give billable hour credit or equivalency for pro bono work?</td>
<td>YES</td>
</tr>
<tr>
<td>Is there partnership supervision on each pro bono matter?</td>
<td>YES</td>
</tr>
<tr>
<td>Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm offer training opportunities for pro bono work?</td>
<td>YES</td>
</tr>
<tr>
<td>Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm publish information regarding its pro bono programme on the website?</td>
<td>YES</td>
</tr>
</tbody>
</table>

---

**TYPES OF PRO BONO WORK**

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Clinical Negligence; Company; Consumer; Contract; Debt; Employment; Finance; Insurance; International Human Rights, including death penalty cases; IP; Law Centre advice; Litigation; Planning; Property; Tax
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Amicus; Amnesty International; Business Action on Homelessness; Cancer Research; death sentenced clients in Trinidad and the USA; Earthwatch; Emmaus; Habitat for Humanity; Hackney Education Business Partnership; Haggerston School in Hackney; Helpers for Domestic Helpers (Hong Kong); International Senior Lawyers Project; LawWorks and LawWorks mediation; Liberty; Rory Peck Trust; Royal Courts of Justice Advice Bureau and numerous litigants in person; Reprieve; Redress; Teach First; UN High Commissioner on Refugees; University House Law Centre; Urban Village

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

Trainees are seconded to the Free Representation Unit. The firm also offers trainees the opportunity, and provides them with funding, to work as interns on death penalty cases in the U.S. prior to commencing their training contracts. A member of the financial operations department is seconded for two days per week to Haggerston School in Hackney to help with financial issues.

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? YES

If so, what percentage of his/her time is spent on pro bono work?

100% - two full time members of staff work on community affairs and pro bono and one full time lawyer acts as the dispute resolution department's pro bono officer

Does your firm have a pro bono committee? YES

If so, describe the composition of that committee:

Freshfields in the Community Committee members come from all areas of the firm. The committee meets periodically to give advice on priorities and policy issues. Sponsorship of the Community Affairs programme is provided by the Senior Partner and Chief Executive and on going direction is provided by the Partnership Secretary. Three partners in the Dispute Resolution department, together with a full time pro bono lawyer, oversee that department's Pro Bono Programme.

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work?  

YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Education: Reading, Numbers and IT Partners, mentoring, work experience, supervision on school trips, painting and gardening team challenges at schools, participation in Citizenship Foundation programme, careers advice, interview advice, Partners in Leadership. Homelessness: Team challenges at homelessness centres such as painting, gardening, special lunches and Christmas activities, providing homeless people with IT training, work experience and job coaching, volunteering to play board games with homeless people each week, working with Habitat for Humanity by providing volunteers to help build houses for the needy in Romania and South Africa.

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

It is the firm’s policy not to provide a detailed breakdown of time spent on pro bono and community affairs matters, but several thousand hours every year are dedicated to each of these areas of work. In particular, each member of staff is entitled to spend one working day per year taking part in volunteering activities.
**HALLIWELLS LLP**

<table>
<thead>
<tr>
<th><strong>ADDRESS:</strong></th>
<th>St James’s Court, Brown Street, Manchester M2 2JF</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TELEPHONE:</strong></td>
<td>0870 365 8000</td>
</tr>
<tr>
<td><strong>FAX:</strong></td>
<td>0870 365 8034</td>
</tr>
<tr>
<td><strong>WEBSITE:</strong></td>
<td><a href="http://www.halliwells.co.uk">www.halliwells.co.uk</a></td>
</tr>
<tr>
<td><strong>NUMBER OF OFFICES:</strong></td>
<td>3</td>
</tr>
<tr>
<td><strong>LOCATION OF HEAD OFFICE:</strong></td>
<td>Manchester</td>
</tr>
<tr>
<td><strong>LOCATION OF OTHER OFFICES:</strong></td>
<td>London; Sheffield</td>
</tr>
<tr>
<td><strong>NUMBER OF PARTNERS:</strong></td>
<td>80</td>
</tr>
<tr>
<td><strong>NUMBER OF ASSOCIATES/ASSISTANTS:</strong></td>
<td>130</td>
</tr>
</tbody>
</table>
| **PRO BONO CONTACT:** | Paul Rose (Partner)  
Paul McGrath (Partner) |

**FIRM POLICIES**

Does your firm have a written pro bono policy? NO

Does your firm give billable hour credit or equivalency for pro bono work? YES

Is there partnership supervision on each pro bono matter? YES

Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES

Does your firm offer training opportunities for pro bono work? YES

Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO

Does your firm publish information regarding its pro bono programme on the website? NO

**TYPES OF PRO BONO WORK**

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Company; Consumer; Employment; Insurance; IP; Litigation; PI; Planning
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

University of Manchester School of Law Legal Advice Centre

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

University of Manchester School of Law Legal Advice Centre

---

**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? **YES**

If so, what percentage of his/her time is spent on pro bono work? **Not known**

Does your firm have a pro bono committee? **YES**

If so, describe the composition of that committee:

The committee is made up of two partners responsible for allocating and overseeing all pro bono work taken on by the practice.

Can trainees work on pro bono matters? **YES**

Can new associates/assistants work on pro bono matters? **YES**

Does your firm offer the use of support staff in handling pro bono matters? **YES**

---

**COMMUNITY SERVICE**

Does your firm promote and facilitate the involvement of staff in community service work? **YES**

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Assisting in the running and administration of the Board of a local Citizens Advice Bureau
PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm's lawyers and legal assistants during the past three years?

Not known
HUNTON & WILLIAMS

ADDRESS: 6th Floor, Fleetway House, 25 Farringdon Street, London EC4A 4AB
TELEPHONE: 020 7246 5700
FAX: 020 7246 5772
WEBSITE: www.hunton.com
NUMBER OF OFFICES: 17
LOCATION OF HEAD OFFICE: Richmond, Virginia
LOCATION OF OTHER OFFICES: Atlanta; Austin; Bangkok; Brussels; Charlotte; Dallas; Hong Kong; Knoxville; London; McLean; Miami; New York; Norfolk; Raleigh; Singapore; Washington, D.C.
NUMBER OF PARTNERS: 7 (England & Wales); 341 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 10 (England & Wales); 413 (Firm-wide)
PRO BONO CONTACT: Swati Patel, Associate

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? YES*

* Pro bono hours count towards each fee earner's target billing hours. Each fee earner is expected to do 40 hours of pro bono work a year.

Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES

Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO

Does your firm publish information regarding its pro bono programme on the website? YES
TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Banking; Company; Contract; Education; Litigation; Small Claims

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Black Lawyers Association, South Africa; Government of Lesoto/World Bank; Government of Namibia; Government of Senegal; Hague School, London; LawWorks Web; Solicitors Pro Bono Group

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  

YES

If so, what percentage of his/her time is spent on pro bono work?

10%

Does your firm have a pro bono committee?  

YES

If so, describe the composition of that committee:

Representatives from each office

Can trainees work on pro bono matters?  

YES

Can new associates/assistants work on pro bono matters?  

YES

Does your firm offer the use of support staff in handling pro bono matters?  

YES
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work?  
YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Reading with children

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th></th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>82 (England &amp; Wales)   14,248 (Firm-wide)</td>
<td>In the London office, community service hours are included in the pro bono figures</td>
</tr>
<tr>
<td>2002</td>
<td>46 (England &amp; Wales)  15,321 (Firm-wide)</td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td>352 (England &amp; Wales) 17,691 (Firm-wide)</td>
<td></td>
</tr>
</tbody>
</table>
IRWIN MITCHELL

ADDRESS: St. Peter's House, Hartshead, Sheffield S1 2EL
TELEPHONE: 0870 1500 100
FAX: 0114 275 3306
WEBSITE: www.irwinmitchell.co.uk
NUMBER OF OFFICES: 5
LOCATION OF HEAD OFFICE: Sheffield
LOCATION OF OTHER OFFICES: Birmingham; London; Leeds; Newcastle
NUMBER OF PARTNERS: 100 (England & Wales)
NUMBER OF ASSOCIATES/ASSISTANTS: 352 (England & Wales)
PRO BONO CONTACT:
   Michael Napier, Senior Partner and National Pro Bono Co-ordinator
   Carol Maddock, Pro Bono Co-ordinator, Birmingham
   Matthew Brown, Pro Bono Co-ordinator, Leeds
   Angela Curran, Pro Bono Co-ordinator, Newcastle
   Adrian Budgen, Pro Bono Co-ordinator, Sheffield
   Ian Christian, Pro Bono Co-ordinator, London

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? YES
Does your firm publish information regarding its pro bono programme on the website? YES
TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Banking; Clinical Negligence; Company; Consumer; Contract; Debt; Education; Employment; Family; Health; Housing; Immigration; Insurance; IP; Litigation; Mental Health; Mortgage; Pensions; PI; Planning; Property; Small Claims; Tax; Wills/Probate

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

The organisations for which we have provided pro bono legal assistance or for which we have received referrals are too numerous to mention. Specific pro bono legal assistance is being given to various charities including www.ProBonoUK.Net. Help is given to a wide variety of referrers in the voluntary sector including Citizens Advice, advice clinics, law centres and the Solicitors Pro Bono Group.

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

No secondments but we sponsor a wide variety of pro bono activity including student scholarships. The administrator of the ProBonoUK.Net website is based in our London office.

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  

* The national co-ordinator and five office co-ordinators have an oversight role of pro bono activity.

If so, what percentage of his/her time is spent on pro bono work?

Not separately calculated

Does your firm have a pro bono committee?  

IF so, describe the composition of that committee:

Each office has a co-ordinator who chairs a committee, usually a mixture of partners, assistants, trainees and support staff.
Can trainees work on pro bono matters?  
Can new associates/assistants work on pro bono matters?  
Does your firm offer the use of support staff in handling pro bono matters?  

COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work?  

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

A reading with children in schools project is currently being developed in the Sheffield and Leeds offices in conjunction with Business in the Community. Examples of community service include: advice clinic at the London Docklands Outreach Project, Tower Hamlets; advice clinic at the Islington Legal Advice Centre; 25 years plus in support of Pitsmoor CAB Sheffield as joint founders, advice clinic initiators and management participation; advice to Leeds International Music Centre; advice to Sheffield Galleries and Museums; advice to Child Brain Injury Trust, Headway, Erbs Palsy Trust and other similar charities. We have recently given sponsorship support on a corporate partner basis to the Science Museums outreach programme to schools and underprivileged children nationally and internationally.

The firm has its own Charity Foundation “101 Donations” which has a committee in each office. The combination of our pro bono and community service activities are described at IM under the umbrella title of “social responsibility.”

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>Pro Bono (Hours)</th>
<th>Community Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>4,647.40 (England &amp; Wales)</td>
<td>Community service hours are included in pro bono figures</td>
</tr>
<tr>
<td>2002</td>
<td>3,845.80 (England &amp; Wales)</td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td>4,747.30 (England &amp; Wales)</td>
<td></td>
</tr>
</tbody>
</table>
FIRM POLICIES

Does your firm have a written pro bono policy?  YES
Does your firm give billable hour credit or equivalency for pro bono work?  YES
Is there partnership supervision on each pro bono matter?  YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership?  YES
Does your firm offer training opportunities for pro bono work?  YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work?  NO
Does your firm publish information regarding its pro bono programme on the website?  YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Banking; Company; Contract; Employment; Property
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

London clients include: Ashoka; John Grooms; Junior League of London; LawWorks - Friends of the Lancaster Centre; LawWorks - Rape and Sexual Abuse Centre; Learning for Life; Medication Foundation for Care of Victims of Torture; ProHelp; The Roundhouse Trust; Solicitors Pro Bono Group; Stellar Network; The Young Vic

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

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**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? 

**YES**

If so, what percentage of his/her time is spent on pro bono work? 

**5%**

Does your firm have a pro bono committee? 

**YES**

If so, describe the composition of that committee:

Membership from all offices

Can trainees work on pro bono matters? 

**NO**

Can new associates/assistants work on pro bono matters? 

**YES**

Does your firm offer the use of support staff in handling pro bono matters? 

**YES**

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**COMMUNITY SERVICE**

Does your firm promote and facilitate the involvement of staff in community service work? 

**YES**

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):
PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2002</td>
<td>528 (England &amp; Wales)</td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td>2,172 (England &amp; Wales)</td>
<td></td>
</tr>
</tbody>
</table>
**LINKLATERS**

**ADDRESS:**
One Silk Street, London EC2Y 8HQ

**TELEPHONE:**
020 7456 2000

**FAX:**
020 7456 2222

**WEBSITE:**
www.linklaters.com

**NUMBER OF OFFICES:**
30

**LOCATION OF HEAD OFFICE:**
London

**LOCATION OF OTHER OFFICES:**
Alicante; Amsterdam; Bangkok; Beijing; Belgium; Berlin; Bratislava; Bucharest; Budapest; Cologne; Frankfurt; Hong Kong; Lisbon; Luxembourg; Madrid; Malmo; Milan; Moscow; Munich; New York; Paris; Prague; Rio de Janeiro; Rome; Shanghai; Singapore; Stockholm; Tokyo; Warsaw

**NUMBER OF PARTNERS:**
211 (England & Wales); 500 (Firm-wide)

**NUMBER OF ASSOCIATES:**
836 (England & Wales); 1,936 (Firm-wide)

**PRO BONO CONTACT:**
Vicki Doughty/Natasha Branston, Community Investment Managers
Kate Varah, Pro Bono Officer
Victoria Brown, Community Investment Officer

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**FIRM POLICIES**

Does your firm have a written pro bono policy? **YES**

Does your firm give billable hour credit or equivalency for pro bono work? **NO**

Is there partnership supervision on each pro bono matter? **YES**

Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? **YES**

Does your firm offer training opportunities for pro bono work? **YES**

Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? **YES**

Does your firm publish information regarding its pro bono programme on the website? **YES**
TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Banking; Charity; Company; Consumer; Contract; Debt; Employment; Housing; Immigration; IP; Litigation; Pensions; Planning; Property; Small Claims; Tax

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Linklaters works with several broker organizations who refer work to the firm including: Solicitors Pro Bono Group; East London Business Alliance; City Action Group.

Linklaters gives funding together with pro bono assistance to the following organisations: The Citizenship Foundation, Thomas Fairchild School, and Hackney Education Business Partnership (all falling within the Achievement element of our global strategy); the Disability Law Service, Hackney Community Law Centre - Young, Free & Legal, Friends of CAB, Alone in London, Independent Panel for Special Educational Advice (IPSEA), Mary Ward Legal Centre, and Toynbee Hall (all falling within the Access to Justice element of our global strategy); and the Hanbury Community Project (falling with the Enterprise element of our global strategy).

Additionally, to give an indication of the amount of pro bono assistance given on an ad hoc basis, since May 2003 Linklaters has advised over 75 charities, not-profit organisations and community groups including: Albion Kids Show; Aldeburgh; Ascension Eagles; Barnardos; Birthday Share; BITC Bow Childcare; Brent Association for Voluntary Action; Bromley-by-Bow Childcare; CAF (Creative Arts Foundation); Centrepoint; Chat’s Palace; COL – Litigation Programme; Community Action Network (CAN); Core Arts; Council for Ethnic Minority Voluntary Organisations; Cricklewood Homeless; Concern; Crisis; DACS (Design and Artists Copyright Society); Downside Fisher Youth Club; East Dulwich Community Centre Association; Eastside Young Leaders Academy; Equality Now; Folkstone Academy; Friends of TFCS; FRU; Furniture Scheme RUT; Groundwork East London; Hackney EBP; Hackney Voluntary Action; Homerton Grove Adventure Playground; Laburnum Boat Club; Lady Hoare Trust; Law Centres Federation; Liberty; London Festival Orchestra; LSO Endowment Trust – Lord Mayor’s Appeal; Lower Clapton Community Nursery; Marlon Moodie and Andrew Hunter; Minorities of Europe; Mosaic Clubhouse; Newham Docklands Motorcycle Project; Newham EBP; Newham Food Access Project; NewTec; Old Lambeth Walk Development Trust; Parents for Inclusion; The Ramsgate Academy; RCJ CAB; Resource Information Service; The Roundhouse Trust; Sane; Schpresa; South Yarmouth Way Forward Community Association; Southwark Law Centre; Space Studios; Speech Language and Hearing Centre; Teviot Action Group; Trident Trust; Welwyn Hatfield Community Volunteer Service; Whitechapel Art Gallery; Witham Citizen Advocacy; Worthing Council for Voluntary Service.
List any secondments your firm has with public interest legal, charitable or pro bono organisations:

Mary Ward Legal Centre (rolling secondment for litigation trainees); Liberty (rolling secondment for litigation trainees); Free Representation Unit (6 month per year secondment for an employment trainee); Tate (rolling secondment for real estate trainees); Disability Law Service (rolling weekly half day secondment from litigation department for two trainees); Royal Courts of Justice (2-3 month secondment, roughly quarterly, from litigation department for a junior associate).

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  
YES

If so, what percentage of his/her time is spent on pro bono work?

2 days per week. In addition to the pro bono co-ordinator role, there is a Community Investment Manager role operated as a job-share for 6 days a week, and a Community Investment Officer role worked 3 days a week. The team has a full time Administrative Assistant.

Does your firm have a pro bono committee?  
YES

If so, describe the composition of that committee:

There are two Committees: (1) Pro Bono Partners Committee (London): one partner from each practice area of the London office; directors from business services departments of the London and Colchester offices; Community Investment team; and (2) Community Investment Committee (Global): partners from different practice areas within the firm (representative global sample); Partnership Secretary; Senior Partner; Community Investment team.

Can trainees work on pro bono matters?  
YES

Can new associates/assistants work on pro bono matters?  
YES

Does your firm offer the use of support staff in handling pro bono matters?  
YES
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work? YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Career Advice Workshops for students; Citizenship Foundation; College of Law - Diversity Mentoring Programme; E-mentoring; Homeless Volunteering; LinkAid Committee; Mentoring Community Leaders; Primary School Volunteers (Thomas Fairchild School); RCJ CAB Secretarial Rota; School Governor Programme; School Mentoring; Trusteeships/Memberships of Boards/Arts & Business - all arranged ad hoc for volunteers; Team Challenges

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Community service hours are included in pro bono figures</td>
</tr>
<tr>
<td>2002</td>
<td>17,569 (Firm-wide)</td>
</tr>
<tr>
<td>2003</td>
<td>18,453 (Firm-wide)</td>
</tr>
</tbody>
</table>
LLOYD’S

ADDRESS: One Lime Street, London EC3M 7HA
TELEPHONE: 020 7327 6737
FAX: 020 7327 6455
WEBSITE: www.lloyds.com
NUMBER OF OFFICES: 1
LOCATION OF HEAD OFFICE: London
LOCATION OF OTHER OFFICES:
NUMBER OF PARTNERS: 23
NUMBER OF ASSOCIATES/ASSISTANTS:
PRO BONO CONTACT: Venetia Strangways-Booth

FIRM POLICIES

Does your firm have a written pro bono policy? NO
Does your firm give billable hour credit or equivalency for pro bono work? NO
Is there partnership supervision on each pro bono matter? NO
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO
Does your firm publish information regarding its pro bono programme on the website? NO

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:
Charity; Company; Data Protection; Employment; Insurance; Litigation; Property

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):
We have taken all our referrals from the Solicitors Pro Bono Group (LawWorks for Community Groups).
List any secondments your firm has with public interest legal, charitable or pro bono organisations:

### STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  
**YES**

If so, what percentage of his/her time is spent on pro bono work?  
About 10%

Does your firm have a pro bono committee?  
**NO**

If so, describe the composition of that committee:

Can trainees work on pro bono matters?  
**YES**

Can new associates/assistants work on pro bono matters?  
**YES**

Does your firm offer the use of support staff in handling pro bono matters?  
**YES**

### COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work?  
**YES**

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Lloyd’s has a wide community programme including mentoring and reading with children in Tower Hamlets. It also helps new business start ups through its involvement with the East London Small Business Centre.

### PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?  
Unknown
LOVELLS

ADDRESS: Atlantic House, Holborn Viaduct, London EC1A 2FG
TELEPHONE: 020 7296 2000
FAX: 020 7296 2001
WEBSITE: www.lovells.com
NUMBER OF OFFICES: 26
LOCATION OF HEAD OFFICE: London
LOCATION OF OTHER OFFICES: Alicante; Amsterdam; Beijing; Berlin; Brussels; Budapest*; Chicago; Dusseldorf; Frankfurt; Hamburg; Ho Chi Minh City; Hong Kong; Milan; Moscow; Munich; New York; Paris; Prague; Rome; Shanghai; Singapore**; Tokyo; Vienna*; Warsaw; Zagreb
* Associated offices
** Lovells Lee & Lee

NUMBER OF PARTNERS: 156 (England & Wales); 345 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 440 (England & Wales); 1,622 (Firm-wide)
PRO BONO CONTACT: Yasmin Waljee, Pro Bono Manager

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? QUALIFIED
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO
Does your firm publish information regarding its pro bono programme on the website? YES
TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Banking; Company; Consumer; Contract; Education; Employment; EU Law; European Human Rights; Family; Housing; Insurance; International Human Rights; IP; Litigation; Mortgage; Pensions; PI; Property; Small Claims; Tax

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Extensive number of contact referrals

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? YES

If so, what percentage of his/her time is spent on pro bono work?

100%

Does your firm have a pro bono committee? YES

If so, describe the composition of that committee:

Cross departmental solicitors and partners

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES

COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work? YES
List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Programmes with Business in the Community Education and Business Action on Homelessness

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**PRO BONO AND COMMUNITY SERVICE HOURS**

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th></th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2001</strong></td>
<td>12,500 (England &amp; Wales)</td>
<td>Community service hours are included in pro bono figures</td>
</tr>
<tr>
<td><strong>2002</strong></td>
<td>13,000 (England &amp; Wales)</td>
<td></td>
</tr>
<tr>
<td><strong>2003</strong></td>
<td>14,500 (England &amp; Wales)</td>
<td></td>
</tr>
</tbody>
</table>
MACFARLANES

ADDRESS: 10 Norwich Street, London EC4A 1BD
TELEPHONE: 020 7831 9222
FAX: 020 7831 9607
WEBSITE: www.macfarlanes.com
NUMBER OF OFFICES: 1
LOCATION OF HEAD OFFICE: London
LOCATION OF OTHER OFFICES: 60
NUMBER OF PARTNERS: 60
NUMBER OF ASSOCIATES/ASSISTANTS: 121
PRO BONO CONTACT: Simon Hillson, Chairman of the Pro Bono Committee

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES*
* in connection with advice scheme with Cambridge House Legal Centre
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO
Does your firm publish information regarding its pro bono programme on the website? NO

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Banking; Company; Contract; Employment; Litigation; Planning; Property; Wills/Probate; Debt
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Beating Bowel Cancer; Cambridge House & Talbot; City of London Citizens Advice Bureau; Clouds; The Federation of London Youth Clubs; Historic Houses Association; Jamaican Bar Association; Prince’s Trust; Royal London Aid Society Limited; Shelter; St Albans Credit Union Action Group; Teenage Cancer Trust; Treehouse Trust; Women’s Counselling Service

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

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**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? NO

If so, what percentage of his/her time is spent on pro bono work?

Does your firm have a pro bono committee? YES

If so, describe the composition of that committee:

- 3 partners; 2 assistant solicitors; 1 trainee; 1 administrative member

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES

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**COMMUNITY SERVICE**

Does your firm promote and facilitate the involvement of staff in community service work? YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

- Newham Education Business Partnership E-Mentoring
## PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm's lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>684</td>
<td>Figures not available</td>
</tr>
<tr>
<td>2002</td>
<td>147</td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td>730</td>
<td></td>
</tr>
</tbody>
</table>
MAYER, BROWN, ROWE & MAW LLP

| ADDRESS: | 11 Pilgrim Street, London  EC4V 6RW |
| TELEPHONE: | 020 7248 4282 |
| FAX: | 020 7248 2009 |
| WEBSITE: | www.mayerbrownrowe.com |
| NUMBER OF OFFICES: | 13 (plus 2 representative offices) practice-wide (between both UK and US partnerships) |
| LOCATION OF HEAD OFFICE: | London/Chicago |
| LOCATION OF OTHER OFFICES: | Brussels; Charlotte; Cologne; Frankfurt; Houston; Los Angeles; Manchester; New York; Palo Alto; Paris; Washington (representative offices in Beijing and Shanghai) |
| NUMBER OF PARTNERS: | 98 (England & Wales); 499 (Firm-wide) |
| NUMBER OF ASSOCIATES/ASSISTANTS: | 158 (England & Wales); 857 (Firm-wide) |
| PRO BONO CONTACT: | UK and Brussels: Julie Dickins US and other offices: Marc Kadish |

FIRM POLICIES

- Does your firm have a written pro bono policy? YES
- Does your firm give billable hour credit or equivalency for pro bono work? YES (US) NO (UK)
- Is there partnership supervision on each pro bono matter? YES*
  * Generally yes, though some matters are supervised by senior lawyers.
- Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
- Does your firm offer training opportunities for pro bono work? YES
- Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? YES
- Does your firm publish information regarding its pro bono programme on the website? YES
TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

UK: Banking; Company; Consumer; Contract; Debt; Employment; Housing; Insurance; IP; Litigation; Mental Health; Pensions; Property; Small Claims; Tax

US: Most areas

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

In the UK: Fulham Legal Advice Centre; IBA Human Rights Institute; Islington Law Centre; Liberty; MIND; OPAS (the Pensions Advisory Service); RCJ Advice Bureau; Solicitors Pro Bono Group (LawWorks for Community Groups); The Bar Pro Bono Unit; Toynbee Hall Legal Advice Centre; United Nations High Commissioner for Refugees; and numerous charitable organisations.

In the US: Abraham Joshua Heschel Day School, Los Angeles; Alliance for Children’s Rights; American Bar Association Central and Eastern European Law Initiative; Bet Tzedek; Catholic Charities - Archdiocese of Washington, DC; Center for Disability and Elder Law, Chicago; Chicago Legal Clinic; Chicago Volunteer Legal Services; Children’s Law Center, Charlotte; Community Economic Development Law Project; Corporation Counsel of New York; Court Appointment; DC Bar Association Pro Bono Program; Houston Volunteer Lawyers Program; Lawyers Alliance for New York; Lawyers for the Creative Arts; Legal Aid of North Carolina; Legal Assistance Foundation; Legal Counsel for the Elderly; Legal Services for the Elderly; Legal Services for the Southern Piedmont; Meckelburg County Bar Volunteer Lawyers Program (VLP); Midwest Immigrant Human Rights Center; New York Lawyers for the Public Interest; Public Counsel Law Center; VLP Pro Bono for Non-Profits Program; and numerous public interest organizations.

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

In the UK, lawyers have been seconded to/placed with e.g. the Low Pay Unit (1999) and Challenges Worldwide (2003). So far, there are no regular secondment schemes.

In the US: Public Interest Law Initiative Fellowship Program; Equal Justice Fellows Program
STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? YES

If so, what percentage of his/her time is spent on pro bono work?

Julie Dickins - 90%
Marc Kadish - 66.66% (33.33% on training)

Does your firm have a pro bono committee? YES

If so, describe the composition of that committee:

There is a global committee consisting of partners and attorneys/solicitors from most offices world-wide.

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES

COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work? YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

In the UK: Reading, numeracy and French partnering scheme with Malmesbury Primary School, Tower Hamlets; practice interviews with secondary school pupils in Tower Hamlets; referral of volunteers to Contact the Elderly.

In the US: lawyers sitting on the boards of charities and educational schemes including summer internship program with Cristo Rey, a Chicago High School; Constitutional Law Program with Northside Preparatory High School; Reading Program with Stockton School, Chicago; Chicago Summer Business Institute (which places high school students in summer business internships).
# PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm's lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>1,200 (England &amp; Wales)</td>
<td>1,200 (England &amp; Wales)</td>
</tr>
<tr>
<td>2002</td>
<td>1,800 (England &amp; Wales) 45,800 (Firm-wide)</td>
<td>1,300 (England &amp; Wales) (no statistics available for U.S.)</td>
</tr>
<tr>
<td>2003</td>
<td>2,500 (England &amp; Wales) 44,000 (Firm-wide)</td>
<td>1,500 (England &amp; Wales) (no statistics available for U.S.)</td>
</tr>
</tbody>
</table>
**MILBANK, TWEED, HADLEY & MCCLOY**

**ADDRESS:**
Dashwood House, 69 Old Broad Street, London EC2M 1QS

**TELEPHONE:**
020 7448 3000

**FAX:**
020 7448 3029

**WEBSITE:**
www.milbank.com

**NUMBER OF OFFICES:**
10

**LOCATION OF HEAD OFFICE:**
New York

**LOCATION OF OTHER OFFICES:**
Frankfurt; Hong Kong; London; Los Angeles; Munich; Palo Alto; Singapore; Tokyo; Washington, D.C.

**NUMBER OF PARTNERS:**
11 (England & Wales); 110 (Firm-wide)

**NUMBER OF ASSOCIATES/ASSISTANTS:**
22 (England & Wales); 364 (Firm-wide)

**PRO BONO CONTACT:**
Joseph S. Genova, Partner, Director of Public Service

---

**FIRM POLICIES**

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does your firm have a written pro bono policy?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm give billable hour credit or equivalency for pro bono work?</td>
<td>YES</td>
</tr>
<tr>
<td>Is there partnership supervision on each pro bono matter?</td>
<td>YES</td>
</tr>
<tr>
<td>Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm offer training opportunities for pro bono work?</td>
<td>YES</td>
</tr>
<tr>
<td>Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work?</td>
<td>YES</td>
</tr>
<tr>
<td>Does your firm publish information regarding its pro bono programme on the website?</td>
<td>YES</td>
</tr>
</tbody>
</table>

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**TYPES OF PRO BONO WORK**

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Company; Consumer; Contract; Debt; Education; Employment; Family; Health; Housing; Immigration; IP; Litigation; Mental Health; Mortgage; Pensions; Property; Tax; Wills/Probate
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

An incomplete list would include: ACLU of South California; American Civil Liberties Union; The Door; Farm Sanctuary; inMotion; Law Works for Community Groups; Lawyers Alliance for New York; Lawyers Committee for Human Rights; The Legal Aid Society; Legal Services for New York City; New York Civil Liberties Union; New York Lawyers for the Public Interest; New York Legal Assistance Group; Public Counsel of Los Angeles; Sanctuary for Families; Solicitors Pro Bono Group; Urban Justice Center; Volunteer Lawyers for the Arts; Volunteers of Legal Service

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

First year associates can participate in a two-month, full-time internship at a pro bono program of their choosing (over 100 participants to date), Fourth year associates are also eligible for a two-month internship at a pro bono program. Milbank has an externship with the Homeless Rights Project at the Legal Aid Society where associates participate in three or four month rotations at the program.

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**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? **YES**

If so, what percentage of his/her time is spent on pro bono work? 100%

Does your firm have a pro bono committee? **YES**

If so, describe the composition of that committee:

Partners and associates from various practice areas and locations

Can trainees work on pro bono matters? **N/A**

Can new associates/assistants work on pro bono matters? **YES**

Does your firm offer the use of support staff in handling pro bono matters? **YES**
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work?  

YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

High School mock trials; Bar Association activities; and charitable boards

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td></td>
</tr>
<tr>
<td>0 (England &amp; Wales)</td>
<td>15 (England &amp; Wales)</td>
</tr>
<tr>
<td>21,823 (Firm-wide)</td>
<td>5,889 (Firm-wide)</td>
</tr>
<tr>
<td>2002</td>
<td></td>
</tr>
<tr>
<td>0 (England &amp; Wales)</td>
<td>0 (England &amp; Wales)</td>
</tr>
<tr>
<td>14,379 (Firm-wide)</td>
<td>6,254 (Firm-wide)</td>
</tr>
<tr>
<td>2003</td>
<td></td>
</tr>
<tr>
<td>0 (England &amp; Wales)</td>
<td>16 (England &amp; Wales)</td>
</tr>
<tr>
<td>16,278 (Firm-wide)</td>
<td>6,514 (Firm-wide)</td>
</tr>
</tbody>
</table>
MILLS & REEVE

ADDRESS: Francis House, 112 Hills Road, Cambridge CB2 1PH
TELEPHONE: 01223 364422
FAX: 01223 355848
WEBSITE: www.mills-reeve.com
NUMBER OF OFFICES: 4
LOCATION OF HEAD OFFICE: Birmingham; Cambridge; London; Norwich
LOCATION OF OTHER OFFICES: Location of other offices
NUMBER OF PARTNERS: 68
NUMBER OF ASSOCIATES/ASSISTANTS: 220
PRO BONO CONTACT: Christopher Townsend, Pro Bono Partner

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? NO
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES*
* Except for partnership
Does your firm offer training opportunities for pro bono work? NO
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? YES
Does your firm publish information regarding its pro bono programme on the website? YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Charity Registration; Company; Contract; Employment; Housing; Pensions; Property
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

'Moving the Goalposts'; Cambridge Women’s Aid; Cambridgeshire Community Foundation; Histon and Impington Millennium Halls Limited; LawWorks, Mediation; Pensions Advisory Service (OPAS); ProHelp, Norwich and Cambridge

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

_____________________________________________________________________________________

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  NO

If so, what percentage of his/her time is spent on pro bono work?

Does your firm have a pro bono committee?  NO

If so, describe the composition of that committee:

Can trainees work on pro bono matters?  YES*

* If suitable opportunities arise

Can new associates/assistants work on pro bono matters?  YES*

* If suitable opportunities arise

Does your firm offer the use of support staff in handling pro bono matters?  YES

_____________________________________________________________________________________

COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work?  YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Some mentoring of university/college of law students and school visits at the Birmingham office
## PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th></th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
<td></td>
</tr>
<tr>
<td>2002</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td>150 - 200 (England &amp; Wales)</td>
<td>40 - 50 (England &amp; Wales)</td>
</tr>
</tbody>
</table>
MORRISON & FOERSTER MNP

ADDRESS: 21 Garlick Hill, London EC4V 2AU
TELEPHONE: 020 7815 1150
FAX: 020 7815 1159
WEBSITE: www.mofo.com
NUMBER OF OFFICES: 19
LOCATION OF HEAD OFFICE: San Francisco
LOCATION OF OTHER OFFICES: Beijing; Brussels; Century City; Denver; Hong Kong; London; Los Angeles; N. Virginia; New York; Orange County; Palo Alto; Sacramento; San Diego; Shanghai; Singapore; Tokyo; Walnut Creek; Washington, D.C.
NUMBER OF PARTNERS: 6 (England & Wales); 323 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 12 (England & Wales); 625 (Firm-wide)
PRO BONO CONTACT: Tom Broadhurst, Of Counsel (London)
Kathi Pugh, Pro Bono Program Counsel (San Francisco)

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO
Does your firm publish information regarding its pro bono programme on the website? YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:
Company; Contract; Employment; IP
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

African and Afro Caribbean People’s Advisory Group; Chilton West Residents Association; Choices 4 All; Deaf Education though Listening and Talking (DELT); Eden Carers; Friends of Benjamin Franklin House; Handicap International UK; Human Rights Watch; Management Committee of the Visitor’s Centre of HMP Bullingdon; Maranatha Trust (now known as “The Light of the World Trust”); Muslim Youth Helpline; Robert Barton Trust; Tabor Centre for Physically Handicapped Adults; Teddington Old People’s Welfare Association; The Greenhouse Trust; The Unit for Arts and Offenders; York and District Mind

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

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**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  

* UK only

* NO*  

If so, what percentage of his/her time is spent on pro bono work?

Does your firm have a pro bono committee?  

* YES*  

If so, describe the composition of that committee:

Morrison & Foerster has a firm-wide Pro Bono Committee as well as local office committees. The firm-wide Pro Bono Committee consists of Partners, Of Counsels and Associates in all of our U.S. offices. The committee members come from different departments such as litigation, tax, labor and business but we also strive to have diversity among our many practice groups such as real estate, land use and environment.

Can trainees work on pro bono matters?  

* YES*  

Can new associates/assistants work on pro bono matters?  

* YES*  

Does your firm offer the use of support staff in handling pro bono matters?  

* YES*
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work?  NO*

* UK only

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>171 (England &amp; Wales) 73,500 (Firm-wide)</td>
<td>6,031 (Firm-wide)</td>
</tr>
<tr>
<td>2002</td>
<td>366 (England &amp; Wales) 101,593 (Firm-wide)</td>
<td>7,853 (Firm-wide)</td>
</tr>
<tr>
<td>2003</td>
<td>547 (England &amp; Wales) 85,961 (Firm-wide)</td>
<td>6,944 (Firm-wide)</td>
</tr>
</tbody>
</table>
**NORTON ROSE**

**ADDRESS:**
Kempson House, Camomile Street, London
EC3A 7AN

**TELEPHONE:**
020 7283 6000

**FAX:**
020 7283 6500

**WEBSITE:**
www.nortonrose.com

**NUMBER OF OFFICES:**
20

**LOCATION OF HEAD OFFICE:**
London

**LOCATION OF OTHER OFFICES:**
Amsterdam; Athens; Bangkok; Bahrain; Beijing; Brussels; Cologne; Dubai; Frankfurt; Hong Kong; Jakarta; Milan; Moscow; Munich; Paris; Piraeus; Prague; Singapore; Warsaw

125 (England & Wales); 220 (Firm-wide)

**NUMBER OF PARTNERS:**
125 (England & Wales); 220 (Firm-wide)

**NUMBER OF ASSOCIATES/ASSISTANTS:**
332 (England & Wales); 710 (Firm-wide)

**PRO BONO CONTACT:**
Patrick Farrell, Pro Bono Coordinator and Chairman of the Pro Bono Committee; Margaret Coltman

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**FIRM POLICIES**

Does your firm have a written pro bono policy? **NO**

Does your firm give billable hour credit or equivalency for pro bono work? **NO***

* Although pro bono hours are now recorded and this is under review

Is there partnership supervision on each pro bono matter? **YES***

* Either directly or through the pro bono committee

Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? **NOT formally**

Does your firm offer training opportunities for pro bono work? **YES**

Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? **NO**

Does your firm publish information regarding its pro bono programme on the website? **NO**
TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Consumer; Debt; Employment; Housing; Insurance; Litigation; Property; Small Claims

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

B’nai B’rith Hillel Foundation; Capital Cases Panel; Free Representation Unit; Citizens’ Advice Bureau in the Royal Courts of Justice; NOOR Legal Clinics; Tower Hamlets Law Centre; Wandsworth and Merton Law Centre

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

One of our fee-earning staff (a qualified barrister) spends one day a week working for the Free Representation Unit

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  
* Each scheme has a co-ordinator

If so, what percentage of his/her time is spent on pro bono work?  
N/A

Does your firm have a pro bono committee?  
YES

If so, describe the composition of that committee:

The committee is made up of two designated partners, a designated trainee, the co-ordinators of the various pro bono and community schemes that Norton Rose runs.

Can trainees work on pro bono matters?  
YES

Can new associates/assistants work on pro bono matters?  
YES

Does your firm offer the use of support staff in handling pro bono matters?  
YES
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work?  

YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Tower Hamlets Education Business Partnership: Globe Primary School and Virginia Primary School. We staff two reading sessions and one maths session at lunchtimes each week and run an after-school cricket club at these schools. We will soon be starting an IT partners scheme at one of the schools to assist the children with their computer skills. We have staff members currently serving as school governors at both Globe and Virginia schools. Swanlea Secondary School: We are in the process of setting up a one-on-one mentoring scheme for 14-16 year olds at Swanlea School in Whitechapel and this is scheduled to start in September 2004 in order to coincide with the new school year.

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th></th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>Not recorded*</td>
<td>2,080 (England &amp; Wales)</td>
</tr>
<tr>
<td>2002</td>
<td>Not recorded*</td>
<td>2,080 (England &amp; Wales)</td>
</tr>
<tr>
<td>2003</td>
<td>Not recorded*</td>
<td>2,080 (England &amp; Wales)</td>
</tr>
</tbody>
</table>

* All volunteers are required to record their pro bono hours. However, the recorded time includes training and administration time and no division is recognised between hours spent on legal pro bono and community service. In addition, some of the support staff who contribute their time to the community projects do not record time in the same way as fee earners do and so their hours are not always captured.

The hours indicated above therefore are estimates based on the numbers of volunteers involved in various schemes and the amount of time that is known to be spent in relation to those schemes.
OLSWANG

ADDRESS: 90 High Holborn, London  WC1V 6XX
TELEPHONE: 020 7067 3000
FAX: 020 7067 3999
WEBSITE: www.olswang.com
NUMBER OF OFFICES: 3
LOCATION OF HEAD OFFICE: London
LOCATION OF OTHER OFFICES: Brussels; Reading
NUMBER OF PARTNERS: 74 (England & Wales); 75 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 135 (England & Wales); 139 (Firm-wide)
PRO BONO CONTACT: Dan Begbie-Clench, Assistant Solicitor

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? NO
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO
Does your firm publish information regarding its pro bono programme on the website? YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Company; Contract; Data Protection; Debt; Defamation/Media Litigation; E-Commerce; Employment; Film; IP; Litigation; Property; Publishing; Tax
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Bradford Duke of Edinburgh’s Award Association; Chipmunka Publishing; Hammersmith & Fulham; Action on Disability; Lower Strand Residents’ Group; National Council of Volunteer Organisations; National Nightline; Prison Reform Trust; St. Andrew’s Trust; Transparency International

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? YES

If so, what percentage of his/her time is spent on pro bono work?

Varies

Does your firm have a pro bono committee? YES

If so, describe the composition of that committee:

Four partners

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES

COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work? NO

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

N/A
PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
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</tr>
<tr>
<td>2002</td>
<td>Unknown</td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td>About 500</td>
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</tr>
</tbody>
</table>
PAUL, HASTINGS, JANOFSKY & WALKER LLP

ADDRESS: 88 Wood Street, London EC2V 7AJ
TELEPHONE: 020 7710 2000
FAX: 020 7796 2233
WEBSITE: www.paulhastings.com
NUMBER OF OFFICES: 15
LOCATION OF HEAD OFFICE: Atlanta; Beijing; Brussels; Hong Kong; London; Los Angeles; New York; Orange County; Paris; San Diego; San Francisco; Shanghai; Stamford; Tokyo; Washington, D.C.
LOCATION OF OTHER OFFICES: Atlanta; Beijing; Brussels; Hong Kong; London; Los Angeles; New York; Orange County; Paris; San Diego; San Francisco; Shanghai; Stamford; Tokyo; Washington, D.C.

NUMBER OF PARTNERS: 4 (England & Wales); 240 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 6 (England & Wales); 505 (Firm-wide)
Other attorneys: 24 (Firm-wide)
Of Counsel: 2 (England & Wales); 128 (Firm-wide)
Trainee Associates: 12 (Firm-wide)

PRO BONO CONTACT:
Nancy Iredale, Partner (Chair of Pro Bono, Community and Bar Involvement), Los Angeles
Donna Goldsworthy (London Office Representative)

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? N/A
Does your firm publish information regarding its pro bono programme on the website? YES
TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Company; Consumer; Contract; Education; Employment; Family; Health; Housing; Immigration; Insurance; Litigation; Mental Health; Pensions; PI; Planning; Property; Small Claims; Tax; Wills/Probate

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Solicitors Pro Bono Group

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? YES

If so, what percentage of his/her time is spent on pro bono work?

Varies

Does your firm have a pro bono committee? YES

If so, describe the composition of that committee:

Partners and Associates

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work?  

YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

- American Heartwalk to raise money for the American Heart Association
- YMCA Charity Run to raise money for the YMCA
- Tokyo - organised a seminar on the Law on Assistant Dogs to raise awareness of the new law
- Several US offices have Christmas gift donation programmes in collaboration with local community service organisations
- National Multiple Sclerosis Society bike event to raise money for the Society

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th></th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>13,878 (Firm-wide)</td>
<td>Community service hours are not monitored</td>
</tr>
<tr>
<td>2002</td>
<td>17,666 (Firm-wide)</td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td>22,608 (Firm-wide)</td>
<td></td>
</tr>
</tbody>
</table>
ROBERT MUCKLE

ADDRESS: Norham House, 12 New Bridge Street West, Newcastle Upon Tyne, NE1 8AS
TELEPHONE: 0191 232 4402
FAX: 0191 261 6954
WEBSITE: www.robertmuckle.co.uk
NUMBER OF OFFICES: 1
LOCATION OF HEAD OFFICE: Newcastle Upon Tyne
LOCATION OF OTHER OFFICES:
NUMBER OF PARTNERS: 15
NUMBER OF ASSOCIATES/ASSISTANTS: 24
PRO BONO CONTACT: Hugh Welch, Partner
Stewart Irvine, Associate Solicitor

FIRM POLICIES

Does your firm have a written pro bono policy? NO
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO
Does your firm publish information regarding its pro bono programme on the website? YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Company; Contract; Debt; Employment; IP; Property
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

The Community Foundation; St Chad’s Community Project; Mea Trust; St James & St Bede’s Family Centre; Mobex Northeast; Forma Arts and Media Limited; Northumberland County Blind Association; Business in the Community; Newcastle Scout Association; Manor Road Community Group; Way-Out in Gateshead; The People’s Kitchen; Whitley Bay & District Sea Cadet Corp; Breathe North; City of Newcastle Gymnastics Academy; E-Learning Foundation (Northeast); North East Night Stop; SAFC Foundation; Sunderland Carers Centre; Upper Teesdale Agricultural Support Services; Newcastle Scout Association; Cestria Credit Union; Kids Kabin; Newcastle Cricket Centre; The RVI League of Friends; The North Tyneside Branch of the NSPCC; Newcastle Education Business Partnership; Manor Road Community Group; and Northern Disability Arts Forum

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

Partners are either directors, trustees, governors or other members of the management committee to a number of charitable organisations in the region including but not limited to: St Chad’s Community Project, Mea Trust, The Community Foundation. Forma Arts & Media Limited, The Newcastle Education Business Partnership and The RVI League of Friends.

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**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? YES

If so, what percentage of his/her time is spent on pro bono work? 5%

Does your firm have a pro bono committee? YES

If so, describe the composition of that committee:

Associate solicitor chairman and six members of staff - including three fee earners and three support staff

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work? YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Provision of commercial and legal advice; mentoring

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>Not recorded</td>
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<tr>
<td>2002</td>
<td>Not recorded</td>
</tr>
<tr>
<td>2003</td>
<td>1,500</td>
</tr>
</tbody>
</table>
S J BERWIN

ADDRESS: 222 Gray’s Inn Road, London WC1X 8XF
TELEPHONE: 020 7533 2222
FAX: 020 7533 2000
WEBSITE: www.sjberwin.com
NUMBER OF OFFICES: 7
LOCATION OF HEAD OFFICE: London
LOCATION OF OTHER OFFICES: Berlin; Brussels; Frankfurt; Madrid; Munich; Paris
NUMBER OF PARTNERS: 85 (England & Wales); 124 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 186 (England & Wales); 261 (Firm-wide)
PRO BONO CONTACT: Nicola Ingham, Pro Bono Officer

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO
Does your firm publish information regarding its pro bono programme on the website? YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:
Company; Contract; Debt; Employment; Housing; Human Rights; IP; Litigation; Pensions; Planning; Property; Tax

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):
Toynbee Hall (debt counselling); Mary Ward Legal Centre (housing advice); LawWorks
List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  
YES

If so, what percentage of his/her time is spent on pro bono work?  
10%

Does your firm have a pro bono committee?  
YES

If so, describe the composition of that committee:

3 assistants; 1 professional support lawyer; 1 marketing executive; 1 graduate recruitment

Can trainees work on pro bono matters?  
YES

Can new associates/assistants work on pro bono matters?  
YES

Does your firm offer the use of support staff in handling pro bono matters?  
YES

**COMMUNITY SERVICE**

Does your firm promote and facilitate the involvement of staff in community service work?  
YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Reading scheme with local primary school
PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

Not available
SIMMONS & SIMMONS

ADDRESS: CityPoint, One Ropemaker Street, London EC2Y 9SS
TELEPHONE: 020 7628 2020
FAX: 020 7628 2070
WEBSITE: www.simmons-simmons.com
NUMBER OF OFFICES: 19
LOCATION OF HEAD OFFICE: London
LOCATION OF OTHER OFFICES: Abu Dhabi; Brussels; Düsseldorf; Frankfurt; Hong Kong; Lisbon; Madeira; Madrid; Milan; New York; Oporto; Padua; Paris; Qatar; Rome; Rotterdam; Shanghai; Tokyo
NUMBER OF PARTNERS: 110 (England & Wales); 208 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 248 (England & Wales); 305 (Firm-wide)
PRO BONO CONTACT: Belinda Lodge, Pro Bono Co-ordinator

FIRM POLICIES

Does your firm have a written pro bono policy?  YES
Does your firm give billable hour credit or equivalency for pro bono work?  YES
Is there partnership supervision on each pro bono matter?  YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership?  YES
Does your firm offer training opportunities for pro bono work?  NO
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work?  YES
Does your firm publish information regarding its pro bono programme on the website?  YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Consumer; Contract; Employment; Housing; Litigation; Property; Small Claims
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Children Law UK; Cinderella Environment Group; Eat Me Foundation; Families Need Fathers; Fawcett Society; Fones 4 Safety; Frieze Art Fair; Innovision Media; Jamaican Society; Mahedevi Society; Oppenheim Foundation; Participation Advisory Group; ProHelp; Solicitors Pro Bono Group

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

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**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? **YES**

If so, what percentage of his/her time is spent on pro bono work?

100%

Does your firm have a pro bono committee? **YES**

If so, describe the composition of that committee:

2 partners; 10 lawyers; 3 secretaries; 3 administration staff; 10 trainees

Can trainees work on pro bono matters? **YES**

Can new associates/assistants work on pro bono matters? **YES**

Does your firm offer the use of support staff in handling pro bono matters? **YES**

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**COMMUNITY SERVICE**

Does your firm promote and facilitate the involvement of staff in community service work? **YES**

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Mentoring at two primary schools and one senior school; e-mail mentoring; mentoring with Tower Hamlets College and London Metropolitan University. The firm also has a charity of the year and does internal fundraising for this.
# PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>6,868 (England &amp; Wales)</td>
<td>Community service hours are included in pro bono figures</td>
</tr>
<tr>
<td>2002</td>
<td>7,948 (England &amp; Wales)</td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td>8,620 (England &amp; Wales)</td>
<td></td>
</tr>
</tbody>
</table>
SLAUGHTER AND MAY

ADDRESS: One Bunhill Row, London EC1Y 8YY
TELEPHONE: 020 7600 1200
FAX: 020 7090 5000
WEBSITE: www.slaughterandmay.com
NUMBER OF OFFICES: 4
LOCATION OF HEAD OFFICE: London
LOCATION OF OTHER OFFICES: Brussels; Hong Kong; Paris
NUMBER OF PARTNERS: 108 (England & Wales); 128 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 344 (England & Wales); 414 (Firm-wide)
PRO BONO CONTACT: Ben Stewart, Charity and Pro Bono Manager

FIRM POLICIES

Does your firm have a written pro bono policy? NO
Does your firm give billable hour credit or equivalency for pro bono work? NO*
  * The firm has no billable hours or other targets in any part of its business.
Is there partnership supervision on each pro bono matter? YES/NO*
  * Where the firm takes on a client pro bono there is partner supervision. Pro bono at, for example, law centres is supervised by the law centre.
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? NO
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO
Does your firm publish information regarding its pro bono programme on the website? YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:
Capital Cases; Commercial; Employment; Real Property; Small Claims
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

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**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  
YES

If so, what percentage of his/her time is spent on pro bono work?  
80%

Does your firm have a pro bono committee?  
YES

If so, describe the composition of that committee:

Partners and a retired partner

Can trainees work on pro bono matters?  
YES

Can new associates/assistants work on pro bono matters?  
YES

Does your firm offer the use of support staff in handling pro bono matters?  
YES

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**COMMUNITY SERVICE**

Does your firm promote and facilitate the involvement of staff in community service work?  
YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Mentoring; literacy scheme; community work
PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

Information not available
STEPTOE & JOHNSON

ADDRESS: Clements House, 14-18 Gresham Street, London EC2V 7JE

TELEPHONE: 020 7367 8000
FAX: 020 7367 8001

WEBSITE: 

NUMBER OF OFFICES: 5
LOCATION OF HEAD OFFICE: Washington, D.C.
LOCATION OF OTHER OFFICES: Brussels; London; Los Angeles; Phoenix
NUMBER OF PARTNERS: 16 (England & Wales); 140 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 15 (England & Wales); 254 (Firm-wide)

PRO BONO CONTACT: Morag Baird, Senior Associate

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO
Does your firm publish information regarding its pro bono programme on the website? YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Company; Contract; Employment; Housing; IP
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Law Society’s Solicitors Assistance Scheme; St Hilda’s Community Project

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  YES

If so, what percentage of his/her time is spent on pro bono work?

Does your firm have a pro bono committee?  YES

If so, describe the composition of that committee:

One partner, three associates and one secretary

Can trainees work on pro bono matters?  YES

Can new associates/assistants work on pro bono matters?  YES

Does your firm offer the use of support staff in handling pro bono matters?  YES

**COMMUNITY SERVICE**

Does your firm promote and facilitate the involvement of staff in community service work?  NO

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):
**PRO BONO AND COMMUNITY SERVICE HOURS**

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2002</td>
<td>Approx. 200 (England &amp; Wales)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>18,555 (Firm-wide)</td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td>Approx. 375 (England &amp; Wales)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>19,860 (Firm-wide)</td>
<td></td>
</tr>
</tbody>
</table>
WEIL, GOTSHAL & MANGES

ADDRESS: One South Place, London EC2M 2WG
TELEPHONE: 020 7903 1000
FAX: 020 7903 0990
WEBSITE: www.weil.com
NUMBER OF OFFICES: 17
LOCATION OF HEAD OFFICE: New York
LOCATION OF OTHER OFFICES: Austin; Boston; Brussels; Budapest; Dallas; Frankfurt; Houston; London; Miami; Munich; Paris; Prague; Silicon Valley; Singapore; Warsaw; Washington, D.C.
NUMBER OF PARTNERS: 24 (England & Wales); 300 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 113 (England & Wales); 1,100 (Firm-wide)
PRO BONO CONTACT: Polly Salter

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? NO
Does your firm publish information regarding its pro bono programme on the website? YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

London Office: Bankruptcy; Company; Contract; Debt; IP; Litigation; Property; Tax
List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Oxfam; Crisis; Solicitors’ Pro Bono Group LawWorks; Free Representation Unit; Bar Pro Bono Unit; Citizens Advice Bureau

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

Associate seconded full time to Oxfam head office

**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  

YES

If so, what percentage of his/her time is spent on pro bono work?

London office 10%; Firm-wide 100%

Does your firm have a pro bono committee?  

YES

If so, describe the composition of that committee:

Partners; associates; senior support staff; support staff

Can trainees work on pro bono matters?  

YES

Can new associates/assistants work on pro bono matters?  

YES

Does your firm offer the use of support staff in handling pro bono matters?  

YES

**COMMUNITY SERVICE**

Does your firm promote and facilitate the involvement of staff in community service work?  

YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Take our children to work day scheme; Kids community service scheme – volunteer work
**PRO BONO AND COMMUNITY SERVICE HOURS**

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th>Year</th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>816 (England &amp; Wales)</td>
<td>150 (England &amp; Wales)</td>
</tr>
<tr>
<td></td>
<td>26,955 (Firm-wide)</td>
<td>24,393 (Firm-wide)</td>
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<tr>
<td>2002</td>
<td>749 (England &amp; Wales)</td>
<td>168 (England &amp; Wales)</td>
</tr>
<tr>
<td></td>
<td>30,909 (Firm-wide)</td>
<td>27,318 (Firm-wide)</td>
</tr>
<tr>
<td>2003</td>
<td>1,783 (England &amp; Wales)</td>
<td>84 (England &amp; Wales)</td>
</tr>
<tr>
<td></td>
<td>29,815 (Firm-wide)</td>
<td>22,008 (Firm-wide)</td>
</tr>
</tbody>
</table>
WHITE & CASE

ADDRESS: 7 - 11 Moorgate, London EC2R 6HH
TELEPHONE: 020 7600 7300
FAX: 020 7600 7030
WEBSITE: www.whitecase.com
NUMBER OF OFFICES: 38
LOCATION OF HEAD OFFICE: New York
LOCATION OF OTHER OFFICES: Almaty; Ankara; Bangkok; Beijing; Berlin; Bratislava; Budapest; Dresden; Dusseldorf; Frankfurt; Hamburg; Helsinki; Hong Kong; Istanbul; Johannesburg; London; Los Angeles; Mexico City; Miami; Milan; Moscow; Palo Alto; Paris; Prague; Riyadh; Rome; San Francisco; Sao Paulo; Shanghai; Singapore; Stockholm; Tokyo; Warsaw; Washington, D.C.
NUMBER OF PARTNERS: 47 (England & Wales); 459 (Firm-wide)
NUMBER OF ASSOCIATES/ASSISTANTS: 140 (England & Wales); 1,529 (Firm-wide)
PRO BONO CONTACT: Felicity Kirk, Director of Pro Bono

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? YES
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? YES
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? YES
Does your firm publish information regarding its pro bono programme on the website? YES

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TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:

Banking; Company; Contract; Employment; IP; Litigation; Property; Tax; War Crimes Tribunal

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):

Adopt A Minefield; Belmont Hall; Burmese Border Consortium; Deutsche Microcredit Fund; FINCA; Handicap International; Homeless Street Football World Cup; Industrial Common Ownership Fund; International Rescue Committee; London Rebuilding Society; Make-A-Wish Foundation International; Partners in Hope; Red Hen; Solicitors Pro Bono Group; Trade Plus Aid; Youth for Understanding

List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

STAFFING

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme? YES

If so, what percentage of his/her time is spent on pro bono work?

80%

Does your firm have a pro bono committee? YES

If so, describe the composition of that committee:

Partners from New York, Washington, D.C., Mexico, Miami, Moscow and Director of Pro Bono, London

Can trainees work on pro bono matters? YES

Can new associates/assistants work on pro bono matters? YES

Does your firm offer the use of support staff in handling pro bono matters? YES
COMMUNITY SERVICE

Does your firm promote and facilitate the involvement of staff in community service work? YES

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Primary Reading; Language Partners; E-Mentoring; Prince’s Trust; Community Action Days - decorating playgrounds for KidsActive (disabled children)

PRO BONO AND COMMUNITY SERVICE HOURS

How many hours of pro bono legal work and community service hours were provided by your firm’s lawyers and legal assistants during the past three years?

<table>
<thead>
<tr>
<th></th>
<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>1,000 (England &amp; Wales)</td>
<td>500 (England &amp; Wales)</td>
</tr>
<tr>
<td></td>
<td>34,500 (Firm-wide)</td>
<td>Not available (Firm-wide)</td>
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<tr>
<td>2002</td>
<td>2,000 (England &amp; Wales)</td>
<td>750 (England &amp; Wales)</td>
</tr>
<tr>
<td></td>
<td>39,000 (Firm-wide)</td>
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<tr>
<td>2003</td>
<td>2,500 (England &amp; Wales)</td>
<td>850 (England &amp; Wales)</td>
</tr>
<tr>
<td></td>
<td>43,500 (Firm-wide)</td>
<td>Not available (Firm-wide)</td>
</tr>
</tbody>
</table>
WRAGGE & CO

ADDRESS: 55 Colmore Row, Birmingham B3 2AS
TELEPHONE: 0121 233 1000
FAX: 0121 214 1099
WEBSITE: www.wragge.com
NUMBER OF OFFICES: 2
LOCATION OF HEAD OFFICE: Birmingham
LOCATION OF OTHER OFFICES: London
NUMBER OF PARTNERS: 110
NUMBER OF ASSOCIATES/ASSISTANTS: 304
PRO BONO CONTACT: Steven Butts, Head of Community Support

FIRM POLICIES

Does your firm have a written pro bono policy? YES
Does your firm give billable hour credit or equivalency for pro bono work? NO
Is there partnership supervision on each pro bono matter? YES
Is pro bono work a factor in decisions regarding compensation, performance reviews and partnership? NO
Does your firm offer training opportunities for pro bono work? YES
Is your firm a signatory to the Joint Protocol for Pro Bono Legal Work? YES
Does your firm publish information regarding its pro bono programme on the website? YES

TYPES OF PRO BONO WORK

List the substantive areas of law in which your firm has provided pro bono legal assistance:
Contract; Education; Employment; Litigation; Pensions; Property; Small Claims; Wills

List the organisations for which your firm has provided pro bono legal assistance (or from which it has taken referrals):
Business in the Community; College of Law; Solicitors Pro Bono Group; ProHelp; Saltley & Nechells Law Centre
List any secondments your firm has with public interest legal, charitable or pro bono organisations:

None

**STAFFING**

Has your firm designated any person(s) to oversee the day-to-day administration of the pro bono programme?  
Yes

If so, what percentage of his/her time is spent on pro bono work?  
100%

Does your firm have a pro bono committee?  
No

If so, describe the composition of that committee:

Can trainees work on pro bono matters?  
Yes

Can new associates/assistants work on pro bono matters?  
Yes

Does your firm offer the use of support staff in handling pro bono matters?  
Yes

**COMMUNITY SERVICE**

Does your firm promote and facilitate the involvement of staff in community service work?  
Yes

List the types of community service work that your firm facilitates (e.g. mentoring, reading with children):

Various homeless programmes; Education; Inner City Projects
**PRO BONO AND COMMUNITY SERVICE HOURS**

How many hours of pro bono legal work and community service were provided by your firm’s lawyers and legal assistants during the past three years?

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<thead>
<tr>
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<th>PRO BONO</th>
<th>COMMUNITY SERVICE</th>
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<tbody>
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<td></td>
</tr>
<tr>
<td>2002</td>
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<td></td>
</tr>
<tr>
<td>2003</td>
<td>2,268</td>
<td>3,070</td>
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