

GRI Metrics

Our economic, social and governance performance

Ensuring transparent and responsible communication of our environmental, social and governance (ESG) performance means adopting a common language and clear structure in our reporting, as well as maintaining an open and constructive dialogue with all our stakeholders.

To this end, we have chosen to report in accordance with the standards of the Global Reporting Initiative (GRI), in particular GRI 2: General Contents 2021, which is internationally recognised as the benchmark for sustainability reporting. We have not attempted to comply fully with the standards but have adapted our approach to prioritise the indicators most relevant to our activities and size. This adaptation allows us to focus on the aspects of sustainability that are most important to us and our stakeholders, ensuring transparent reporting in line with our objectives and values.



Table 1

GRI Standard	Description	Answer or source of information
GRI 1	Claims of reporting in accordance with the GRI Standards	See chapter "Our economic, social and governance performance"
2-1	Name of the organisation	PLMJ Advogados, SP, RL
2-1	Location of headquarters	Lisbon, Portugal
2-1	Location of operations	In Portugal: Lisbon, Porto and Faro Outside Portugal: Angola, Mozambique, São Tomé and Príncipe, and Timor-Leste
2-3	Reporting period	1/1/2023 a 31/12/2023
2-3	Reporting frequency	Annual
2-3	Contact point for questions about the report	Daniela Amaral, daniela.amaral@plmj.pt
2-6	Activities, brands, products and services	http://www.plmj.com/
2-22	Statement on sustainable development strategy	See chapter "The importance of continuing"
2-28	Membership associations	Business Council for Sustainable Development Portugal GRACE – Grupo de Reflexão e Apoio à Cidadania Empresarial Aliança Pro Bono UN Global Compact Mindful Business Charter
2-23	Values, principles, standards and norms of behaviour	www.plmj.com/pt/sobre-nos/quem-somos/
2-29	Approach to stakeholder engagement	See chapter "Sustainability reporting: transparency"
3-2	List of material topics	See chapter "Sustainability reporting: transparency"
3-2	Defining report content and topic boundaries	See chapter "Sustainability reporting: transparency"

Table 2

Norma GRI	Descrição	Desempenho em 2023	Evolução métrica	2023	2022
2-7	Employees	See https://www.plmj.com/en/people/	No. employees	379	389
			Men	149	149
			Women	230	240
2-8	Workers who are not employees		No. workers	1	0
302-1	Energy consumption within the organisation		Total energy consumption (kWh)	1.020.655	1.205.284
			Consumption of energy per person (kWh)	2.693,02	3.098,42
302-4	Reduction of energy consumption		Reduction in total consumption (kWh)	-15%	-7%
			Change in energy consumption per person	-13%	-6%
303-5	Water consumption within the organisation		Water consumption per person (m³)	1,6	1,5
305-2	Energy indirect (Scope 2) GHG emissions from acquisition of energy		Tons of CO2 per person ¹	0,66 ton/person	0,81 ton/person
			<i>Calculation based on information provided by EDP: 1 kWh corresponds to 262,88 g CO2</i>		
305-3	Other indirect (Scope 3) GHG emissions	Scope 3 indirect emissions include all emissions generated in the value chain. In our case, most of these emissions are generated when travelling by car, whether private, rented, TVDE (Uber and similar) or taxi, or by plane, train or other public transport. As one of our commitments is to be carbon neutral by 2030, we are working to improve the calculation of our organisation's carbon footprint. As of today, the figures we have available for reporting are emissions from travelling by train and plane. In the future, we will extend reporting to other sources.	CO ₂ emissions (tons) in train travel per employee	0,002 ton/person	0,002 ton/person
			<i>Calculation based on emissions estimate of 7,05 kg CO₂/passenger on a Porto-Lisbon trip.</i>		
			CO ₂ emissions (tons) in air travel per person	0,28 ton/person	0,59 ton/person
		Paper is one of the main waste products generated in our offices, so we aim to reduce its use. One of the ways we encourage employees to reduce the amount they print is by monitoring this metric at an individual level.	Paper used for printing per employee (kg)	17,8 kg/employee	21,5 kg/employee
2-27	Non-compliance with environmental laws and regulations		Number of occurrences	No record of any occurrences.	No record of any occurrences.
401-1	New employee hires and employee turnover		Rate of hiring	17%	19%
			Rate of turnover	19%	16%
401-2	Benefits provided to full-time employees that are not provided to temporary or part-time employees	In 2023, the package of benefits we offered to our employees included: <ul style="list-style-type: none"> Subscription to mobile phone packages Training and development fund Health insurance that can be extended to the family unit (enhanced conditions) Annual medical check-up Payment of Bar Association fees Partnerships and discounts Free psychological consultations Transport allowance or subsidised parking Life insurance (depending on status/position) Annual bonus or profit-share bonus based on PLMJ's and/or individual results Remote working Flexibility (personal hardship and family support) Access to annual wellbeing programme of events and initiatives to promote wellbeing and mental health awareness 			
401-3	Parental leave	The parental policy remained unchanged compared to previous years (for more information see the "GRI Table 2022" available on our website).	% of employees entitled to parental leave	100%	100%
			Leave taken ¹	19	23
			Men	5	8
			Women	14	15
			% of employees returning to work in the following 12 months	100%	100%
403-1	Occupational health and safety management system	Our health and safety at work management system is certified in accordance with the ISO 9001, ISO 14001 and OHSAS 18001 standards. Our actions in this area involve all internal departments in close cooperation with a certified third party entity. Through this partnership, our objective to ensure health, safety and hygiene at work.			
403-2	Hazard identification, risk assessment, and incident investigation	We meet all legal and regulatory requirements regarding hazard identification, risk assessment and incident investigation. Our offices receive annual audit visits by a certified third party. As part of these visits, there is an assessment of the hazard identification and a professional risk assessment is carried out in accordance with the MARAT method (Methodology for Evaluating Risks and Accidents at Work). On the basis of each annual visit, a diagnostic report is prepared and specific measures are defined and communicated to all employees.			
403-3	Occupational health services	We fulfil all legal and regulatory requirements in this area. In particular, we provide mandatory training for all employees, periodic simulation exercises and regular internal and external audit procedures.			
403-4	Worker participation, consultation, and communication on occupational health & safety	In addition to complying with the required occupational health and safety (OHS) regulations, we have increasingly promoted employee involvement through invitations to training and workshops, questionnaires to evaluate the organisational climate and psychosocial risks, and the dissemination of relevant information on OHS issues through internal media.			
403-5	Worker training on occupational health & safety	We ensure and equip our people with tools on health and safety at work through training, workshops and awareness-raising activities to identify and develop emotional skills in the management of work-related mental illnesses. Training was also given in basic life support with an automated external defibrillator (AED), emergency and fire safety awareness-raising activities.	Employees trained in firefighting	59	67
			of which graduated in the year	18	36
			Employees trained in evacuation and in using AEDs	79	64
			of which graduated in the year	59	25
			Staff trained in first aid	42	34
			of whom trained in using AEDs	22	14
			of whom trained in the year (first aid)	38	20
			of whom trained in the year in using AEDs	6	14
403-6	Promotion of worker health	See chapter "Mental health and wellbeing". In addition: <ul style="list-style-type: none"> We offered initiatives and events including: blood donation, eye screening, PLMJ Runners races, internal policy and benefits training, work-life balance and healthy eating workshops, and flu vaccinations, among others; celebrated Wellbeing Day with the presence of the Mindful Business Charter, the Mental Right Association and Shine Offline; strengthened the health insurance conditions, extending them to the family unit, guaranteeing a series of improvements in coverage and additional specialities; People Advocates continued their work, supporting teams on wellbeing and mental health issues. 	Psychological counselling	467	245
			Requests for flu vaccinations	30	62
			Doctor's appointments	153	106
			Check ups and texts	114	103
403-8	Workers covered by an occupational health and safety management system	All our people are covered by our occupational health and safety management system.	% employees covered	100%	100%
403-9	Work-related injuries		Number of occurrences	No record of any occurrences	No record of any occurrences
403-10	Work-related ill health		Number of occurrences	No record of any occurrences	No record of any occurrences
404-1	Average hours of training per year per employee		Training sessions	88	65
			Total hours	500 hours in total	700 hours in total
			Average hours per employee	2,8 hours	1,8 hours
404-2	Programs for upgrading employee skills and transition assistance programs	The 2023 training plan included 88 customised internal and e-learning sessions for the production and management teams. In addition, a number of training programmes were offered. These included onboarding for new employees and trainees, training for promotion to new statuses, mentoring and an acceleration programme for junior partners. Each employee was also allocated a specific budget for external training for courses with external entities outside the scope of the annual training plan.			
404-3	Percentage of employees receiving regular performance and career development reviews		% of employees eligible to receive a performance evaluation (i.e., fulfilling the minimum working hours requirement)	86% of lawyers 80% of the management team	88% of lawyers 92% of the management team
			% of employees who received a performance evaluation	86% of lawyers 80% of the management team (i.e. 100% of those eligible)	88% of lawyers 92% of the management team (i.e. 100% of those eligible)
405-1	Diversity of governance bodies and employees	See chapter "Diversity and inclusion"	Partners		
			% men	70%	70%
			% women	30%	30%
			< 30 years old	0%	-
			30-50 years old	65%	-
			> 50 years old	35%	-
			Associates		
			% men	41%	39%
			% women	59%	61%
			< 30 years old	31%	-
			30-50 years old	64%	-
			> 50 years old	4%	-
			Trainees		
			% men	44%	33%
			% women	56%	67%
			< 30 years old	100%	-
			30-50 years old	0%	-
			> 50 years old	0%	-
			Management team		
			% men	26%	25%
			% women	74%	75%
			< 30 years old	15%	-
			30-50 years old	59%	-
			> 50 years old	26%	-
406-1	Incidents of discrimination and corrective actions taken		Number of occurrences	No record of any occurrences	No record of any occurrences
413-1	Operations with local community engagement, impact assessments, and development programs	See chapter "Responsible Business"	Number of hours of pro bono work	3,631 hours	5,498 hours
			Number of lawyer providing pro bono services	141 lawyers	162 lawyers
			% staff working on pro bono services	37%	42%
			Number of organisations supported	17	28
414-1	New suppliers that were screened using social criteria	Work is underway to develop the process to apply the new purchasing policy with ESG criteria.			
418-1	Substantiated complaints concerning breaches of customer privacy and losses of customer data		Number of occurrences	No record of any occurrences	No record of any occurrences

1 Revised data from 2022.