

JIPYONG SUSTAINABILITY REPORT

PART II. A HAPPY WORKPLACE FOR ALL MEMBERS

A law firm's greatest asset is its people. One of JIPYONG's fundamental values is its focus on people, and the Firm's talented, progressive professionals with integrity, work ethic, and ambition are its most important and irreplaceable assets. In order to grow together with its members, JIPYONG ensures fairness by recruiting diversely, establishing an environment where work-life balance is possible, and providing educational opportunities for further growth.

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JIPYONG's MEMBERS

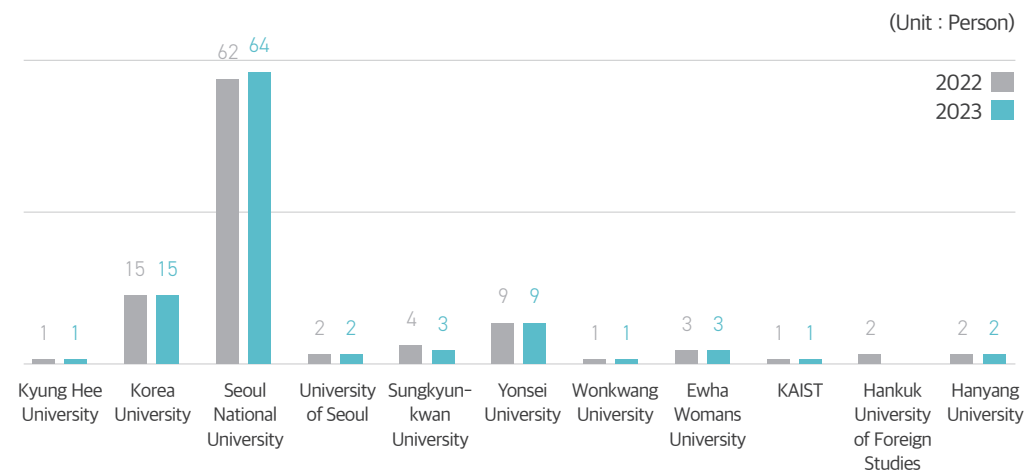
ATTORNEYS

JIPYONG's recruitment philosophy for attorneys can be summed up as a search for business partners. JIPYONG's Recruiting Committee strives to implement the best employment policy befitting the best business partners. Diversity is also a factor considered by JIPYONG in selecting its interns and new attorneys. The firm recruits interns and new attorneys from a diverse range of educational backgrounds. In addition, JIPYONG is committed to ensuring, throughout the hiring process, that there is no discrimination based on gender, marital status, disabilities, or whether the candidate obtained his/her license by completing the training at the Judicial Research & Training Institute or by graduating from a law school.

STAFF

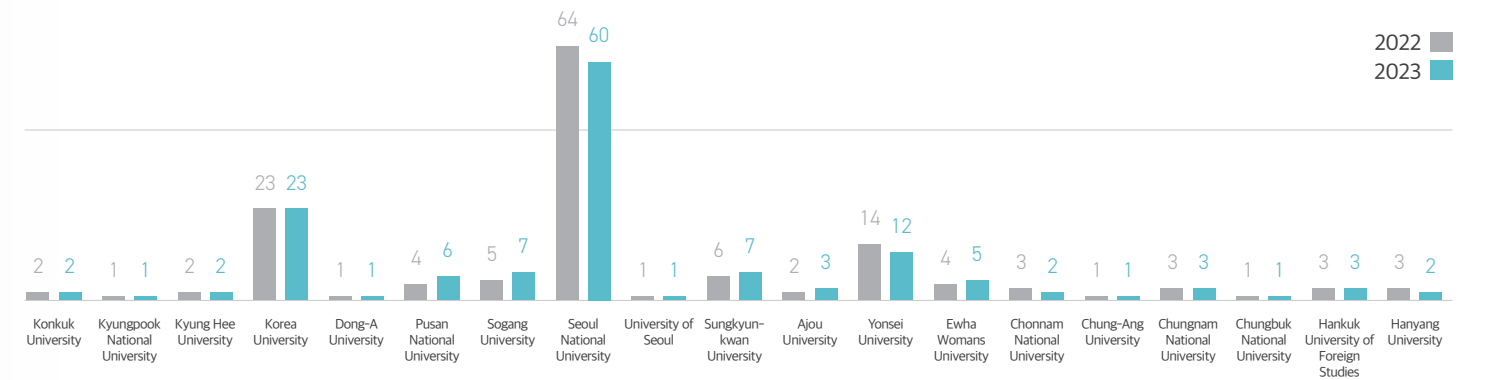
JIPYONG endeavors to ensure transparency and impartiality in the hiring process by prohibiting its candidates from including in their applications information that may be deemed as a source of bias. In addition, Jipyong adheres to a strict policy against discrimination based on gender, age, appearance, or medical history.

UNDERGRADUATE INSTITUTIONS ATTENDED BY ATTORNEYS WHO PASSED THE NATIONAL JUDICIAL EXAMINATION



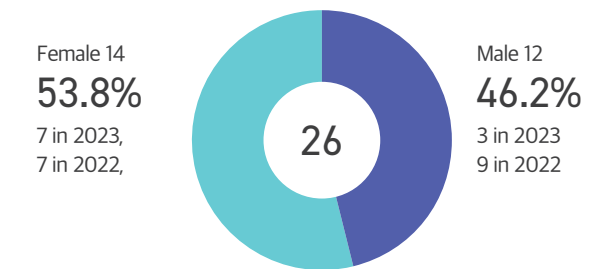
GRADUATE INSTITUTIONS ATTENDED BY ATTORNEYS WHO GRADUATED FROM LAW SCHOOLS

(Unit : Person)



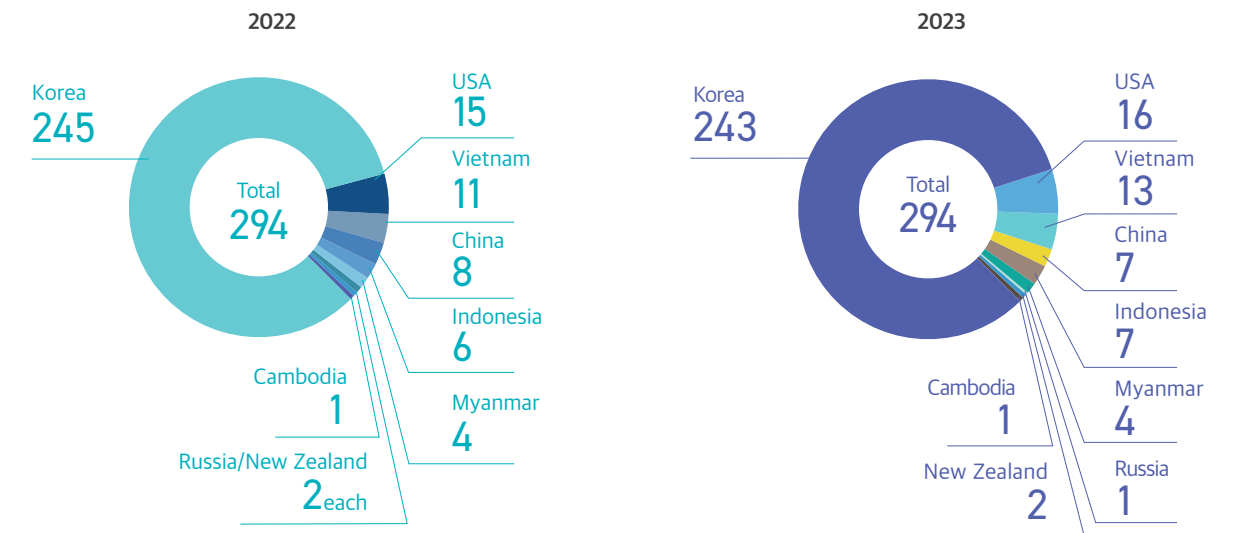
GENDER RATIO OF NEW JIPYONG ATTORNEYS (2022-2023)

(Unit : Person)



JIPYONG's KOREAN ATTORNEYS AND FOREIGN ATTORNEYS BY COUNTRY OF QUALIFICATION

(Unit : Person)



NUMBER OF MEMBERS BY OFFICE

(Unit : Person)

551

- Seoul 463
- Busan 16
- Suncheon 11
- Shanghai, China 10
- Ho Chi Minh City, Vietnam 9
- Hanoi, Vietnam 12
- Phnom Penh, Cambodia 4
- Yangon, Myanmar 13
- Jakarta, Indonesia 10
- Moscow, Russia 3

2022

561

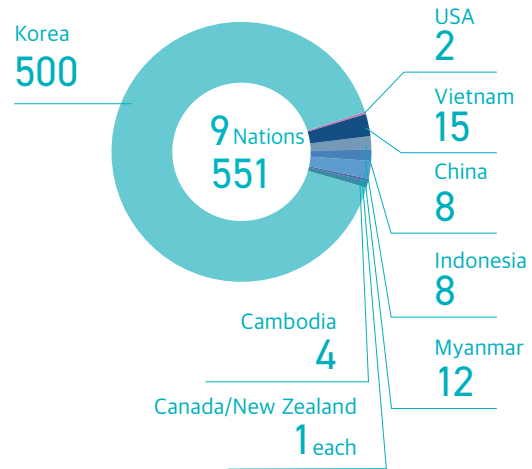
- Seoul 479
- Busan 16
- Suncheon 11
- Shanghai, China 9
- Ho Chi Minh City, Vietnam 9
- Hanoi, Vietnam 13
- Phnom Penh, Cambodia 4
- Yangon, Myanmar 8
- Jakarta, Indonesia 11
- Moscow, Russia 1

2023

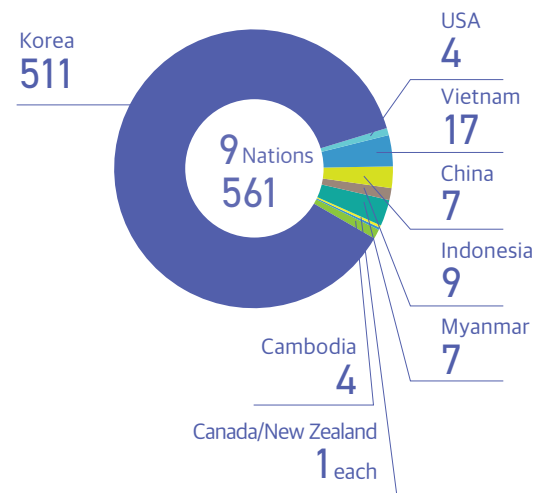
JIPYONG MEMBERS BY NATIONALITY

(Unit : Person)

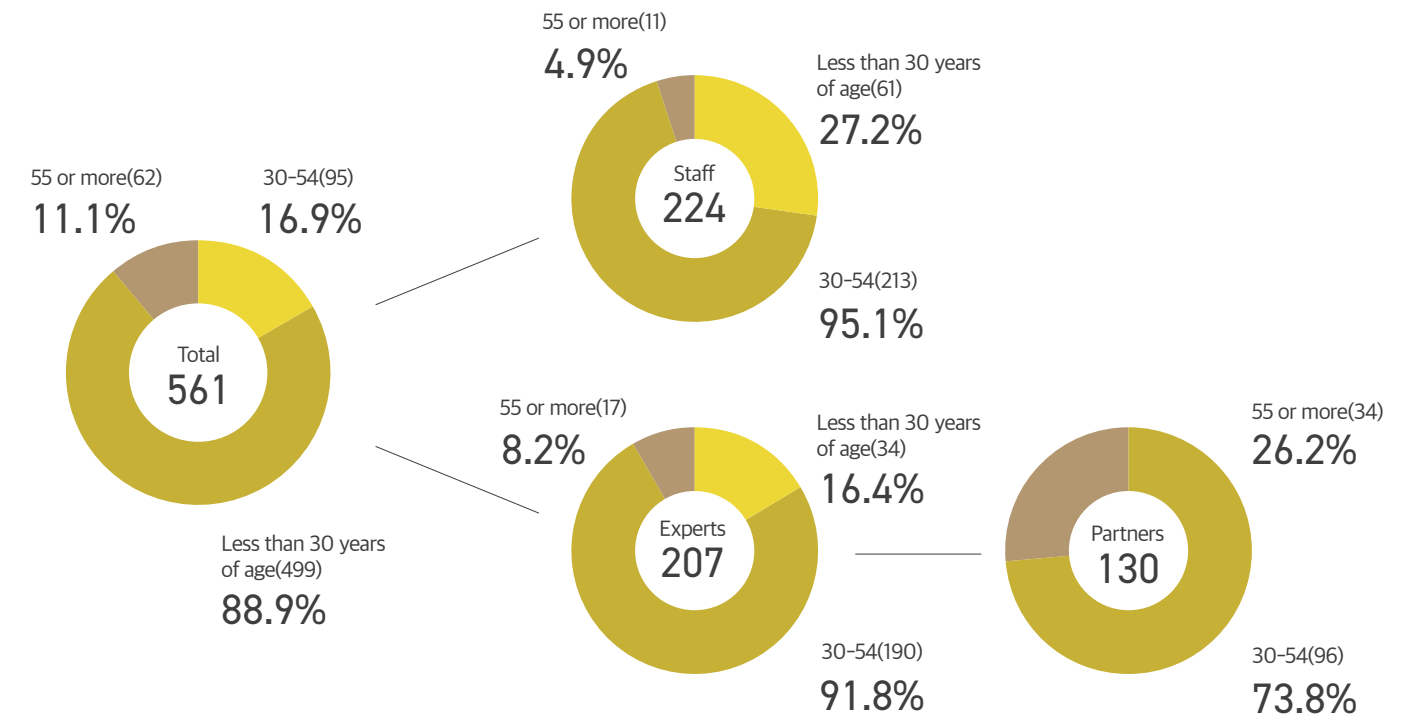
2022



2023

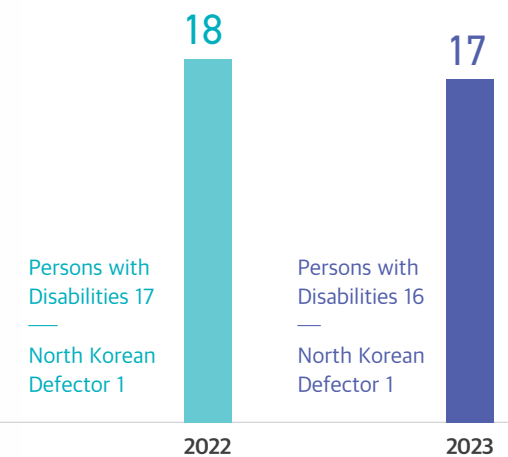


JIPYONG's MEMBERS BY AGE GROUP (2023)



JIPYONG MEMBERS FROM UNDERREPRESENTED BACKGROUNDS

(Unit : Person)



*Mandatory Employment of Persons with Disabilities at JIPYONG in 2023: 3.86%

RECRUITMENT AND TURNOVER (2022-2023)

(Unit : Person)

Category	New Hires		Left JIPYONG	
	2022	2023	2022	2023
Total	57 (17.4%)	40 (11.8%)	29 (8.9%)	29 (8.6%)
Experts				
Korean Attorney	38 (15.5%)	15 (6.1%)	17 (6.9%)	17 (7%)
Staff	40 (17.7%)	32 (14.2%)	33 (14.6%)	33 (14.7%)
Total	97 (17.6%)	72 (12.8%)	62 (11.2%)	62 (11%)

02

HUMAN RESOURCES DEVELOPMENT (EDUCATION AND TRAINING)

JIPYONG ACADEMY

JIPYONG regularly holds JIPYONG Academy, during which JIPYONG invites not only its own experts but also outside experts such as scholars, representatives of major corporations, and experts from specialized industries. Through this program, JIPYONG provides its employees with an opportunity to not only enhance their work skills but also to achieve personal growth.

Year	Lecture Title
2022	Principles of Competition in the Semiconductor Industry
	Preparing for Super-aging Society - Social and Economic Value of Extended Health Span
	Current Status of Data Legislation in Korea
	Vibration and Resonance: Universe, World, and Humans Through Eyes of Physics
	Seeing Happiness Through New Lens
	The Measure of Success is the Size of Love Recognized by Loved Ones
	JIPYONG : NEW HORIZON
	Korean People's DNA to Pioneer the Future
	Trends and Issues in Financial Regulation
	Law Firms and Lawyers from the Client's Perspective
2023	Cases of Search and Seizure of Law Firm and Matters to Consider
	Understanding of Large Language Model and Legal AI and the Transformation in the Work of Lawyers
	Introduction of JIPYONG Forensic Center and Business Application Plan

TRAINING PROGRAMS FOR NEW JIPYONG ATTORNEYS

JIPYONG's Education and Research Committee developed a variety of educational programs for new attorneys to develop their expertise through systematic education and training and to create an environment where all members can grow together. For the first two months, JIPYONG's new attorneys receive training focusing on professional ethics, business etiquette, and essential topics for a successful legal practice such as litigation, counseling, and drafting opinions. They are then provided with further opportunities to obtain legal knowledge in various areas through the firm's weekly Friday Seminars.

Education Programs for New Attorneys

Current status, History, Philosophy, and Culture of JIPYONG
What Is a Good Lawyer?
How to use Microsoft (Teams, Outlook, Word) and Lawffice
Lawyers, for an Exciting Departure
Research Methodology
Purpose and Guidelines for Timesheets
Transition from Law School Students to Lawyers in Practice
Life as Lawyers
Civil Litigation: assignments and feedback
Preparation of Legal Opinion (Civil): assignments and feedback
Lecture on Preservative Measure / Preparation of Application for Preservative Measure
Preparation of Response (Civil): assignments and feedback
Preparation of Legal Opinion: assignments and feedback
Preparation of Legal Opinion Focusing on Constitution/Administrative Law: assignments and feedback
Preparation of Comments on Contracts: feedback
Challenges and Compliments of Civil Appellate Brief
Preparation of Pretrial Briefs in Criminal Cases: assignment and feedback
Preparation of Grounds for Appeal to the Supreme Court in Civil Cases: assignments and feedback
Preparation of Legal Due Diligence: assignments and feedback
Contract Drafting: assignments and feedback
The Board of Directors and General Meetings of Shareholders: assignments and feedback

FRIDAY SEMINARS

JIPYONG's Friday Seminars are an educational program for new attorneys organized by the Education and Research Committee. It is a program prepared by professional attorneys on various topics every Friday, and each educational program is held both in-person and online.

Description

Preservative Measure and Compulsory Execution
Loan Agreement and Security

M&A Practice and Commercial Act
Overview of Corporate Accounting
Overview of the Bankruptcy Act
How to prepare a legal opinion and find research materials, Attorneys' Work Ethic
Overview of the Fair Trade Act
Overview of the Labor Act
Overview of Tax Laws
Key Issues and Cases of Administrative Litigation
Inspection Procedure, Criminal Proceedings
Overview of Legal Practice in Construction and Real Estate
Overview of Intellectual Property Laws
Overview of Finance Related Laws and the Financial Investment Services and Capital Markets Act
Overview of the Foreign Exchange Transactions Act
Overview of Real Estate Fund/ REITs System
Overview of Foreign Investment System

STAFF EDUCATION

JIPYONG has been providing various internal educational programs to improve the practical skills of our employees. In addition to education programs conducted within the team, we also invite external lecturers depending on the topic and support our employees who need external education to improve their job skills by regularly identifying their needs.

Education Program

Understanding the Litigation Process and Overall Practice
Key Practice Areas in Fair Trade
Overview of IPO & PE Practice
Practice of Civil Execution Act
Case Management for File Opening, Billing Check, etc.
How to Use Excel in Practice
How to Make a Good Power Point Presentation
Introduction to VAT
Occupational Safety and Health - CPR, How to Use a Defibrillator
Occupational Safety and Health - How to Keep Healthy Personal Relationship

EDUCATION AND TRAINING HOURS PER PERSON (SEOUL OFFICE)

(Unit : Hour)

	Professionals		Staff		Total	
	Total Hours	Hours per Person	Total Hours	Hours per Person	Total Hours	Hours per Person
2022	4,253.0	15.0	1,558.3	8.0	5,811.3	12.2
2023	2,565.0	8.8	725.0	3.6	3,290.0	6.7

EDUCATION AND TRAINING HOURS FOR NEW JIPYONG ATTORNEYS

(Unit : Hour)

Description	Education Hours per Person		Total Education Hours	
	2022	2023	2022	2023
Training for New Attorneys	130.5	134.5	1,813.5	1,315.0
Friday Seminars	30.0	32.0	450.0	283.0
Total Hours	160.5	166.5	2,263.5	1,598.0

* Hours of the attorneys who joined JIPYONG after the education program began are counted on a pro rata basis for 12 months.

REGULAR PERFORMANCE EVALUATION

JIPYONG conducts a performance evaluation of its attorneys and staff twice a year. JIPYONG attorneys/staff on a long-term training program or a long-term leave, as well as new hires who have worked for JIPYONG for less than three months, are excluded from the performance evaluation.

(Unit : %)

Category		2022	2023
Attorneys	1H	92.0	93.8
	2H	87.1	85.0
Staff	1H	92.9	94.3
	2H	95.7	97.9

* Only staff at JIPYONG's Seoul office were evaluated/ cleaning staff and delivery staff were excluded in the calculation.

LONG-TERM TRAINING PROGRAM FOR ATTORNEYS

In order to enhance its associates' capacity in their specialized sectors and international areas, JIPYONG offers a long-term training program for its associates. JIPYONG's training program includes overseas and domestic professional courses as well as public/private practical trainings, and supports prospective members' career advancement in various forms.

(Unit: Person)

Classification	Number of Attorneys
Practical Training	3
Overseas Training	13
Expert Courses	7

* Trainees from 2022 to 2023

COLUMN

MY LONG-TERM TRAINING PROGRAM EXPERIENCE



Chul Woong HAN, Korean Attorney, a member of the Construction & Real Estate Group

I attended the Seoul National University Graduate School of Law as a doctoral student when I participated in the long-term training program in 2022. I finished the course in my two semesters of study because I had already earned some credits prior to the program.

Although constitutional and unification law was my major, I also took classes outside of my major. I enrolled in a class specifically on reconstruction and redevelopment because I wanted to create a cohesive system out of the many laws, legal precedents, and legal doctrines that I had come across while working on construction and real estate-related projects. My perspective on cases has expanded and I was able to more clearly organize my knowledge after attending the professor's lectures and seeing my classmates' presentations.

I made sure to concentrate on the coursework for my major as well. In my fundamental rights class, I had the chance to learn about different viewpoints on fundamental rights found in the Constitution; in my comparative constitutional law class, I translated a German Federal Constitutional Court case; and in my governmental institutions class, I studied reputable books about the founding narrative of the United States Constitution. I was used to constantly rushing to read cases and prepare them in writing, so it was very pleasant process for me to read, consider, and organize my findings into a presentation.

My long-term training program took place during COVID-19, so I was unable to attend classes in person. Our inability to meet in person was regrettable because it would have given me the opportunity to talk with many of the students in our classes. However, on the last day of class, a few of our classes arranged a get-together so we were able to meet in person and enjoy a drink.

Most of all, I was content to have spent quality time with my family. I have always wanted to spend more time with my children, and during this period I managed to take my eldest child to school for a year, and we went on many trips together, making many wonderful memories with my loved ones. I will always remember spending a month abroad, particularly over the summer and winter breaks, with my family.

Using this program allowed me to reflect on the significance of the work I had previously completed. Despite the COVID-19's restrictions, I was still able to network with classmates, learn about their professional struggles, and consider how I might be of legal assistance to them.

I am deeply grateful to JIPYONG for providing me with this valuable opportunity, and I hope that junior attorneys will continue to have the chance to develop into accomplished professionals.

03

HUMAN RIGHTS AND SAFETY

ANTI-DISCRIMINATION POLICY

JIPYONG values diversity and individual dignity and does not unfairly discriminate against its members or employees for any reason. In addition, we take the lead in hiring people from underrepresented backgrounds, such as persons with disabilities or North Korean defectors. As part of its inclusive strategy, all JIPYONG members use Braille business cards for our clients with low vision or vision impairment, as well as senior clients. JIPYONG is committed to building and maintaining a more inclusive work environment in which individuals with and without disabilities can work together without discrimination, as well as hiring more persons with disabilities.

IMPROVING AWARENESS OF THE RIGHTS OF PERSONS WITH DISABILITIES

JIPYONG complies with the Act on the Employment Promotion and Vocational Rehabilitation of Persons with Disabilities. As of 2023, the percentage of JIPYONG members with disabilities is 3.86%, which increased by 0.06% from 2021. This is higher than both the employment rate of persons with disabilities in the private sector (private companies and public institutions) in 2022 according to the "2023 Disability Statistics at a Glance" released by the Korea Employment Agency for Persons with Disabilities EDI(2.98%), and also higher than the mandatory employment rate of 3.1% for persons with disabilities for private enterprises.

JIPYONG regularly conducts internal training to raise the human rights awareness of its members. It has also been at the forefront of protecting the rights of persons with disabilities through its implementation of inclusive policies to hire more people with disabilities, and the activities of the Public Interest Committee's subcommittee on the rights of people with disabilities.

EDUCATION TO PREVENT SEXUAL HARASSMENT IN THE WORKPLACE, COUNSELING, AND REPORTING VIOLATIONS

JIPYONG's Sexual Harassment/Violation Grievance Handling Committee operates the Sexual Harassment/Violation Reporting and Counseling Channel to handle internal complaints. JIPYONG is continually updating and supplementing the disciplinary rules, processes, and bylaws through this channel, while conducting in-depth interviews with its members to assess the firm's culture. JIPYONG is working to develop measures to prevent sexual harassment from recurring through education and regulatory reforms.

RECEIPT AND HANDLING OF GRIEVANCES

JIPYONG receives opinions from its members through various channels, including the Sexual Harassment/Violation Reporting and Counseling Channel and Communication Hotline. Given that all such opinions are related to improving work-life convenience or working conditions, the anonymity of such opinions is strictly protected. JIPYONG endeavors to improve the organizational culture and revitalize communication by addressing the opinions raised in principle by reflecting policies, taking specific actions, and taking general precautions.

OCCUPATIONAL INJURIES OR ILLNESSES

Through the Labor-Management Council, JIPYONG conducts negotiations to improve safety, health, and working environment and promote the health of workers.

In March 2022, JIPYONG established the "JIPYONG Safety and Health Management Policy and Occupational Safety and Health Committee" to ensure a safe working environment, addressing health and mental health challenges unique to white-collar workers, established a safety and health management policy, and revised the safety and health management system.

[WORKPLACE SAFETY TRAINING]

- Date: February 22, 2023 (Wed)
- Venue: Grand Central Auditorium
- Topic: Theory and Practice of CPR and AED

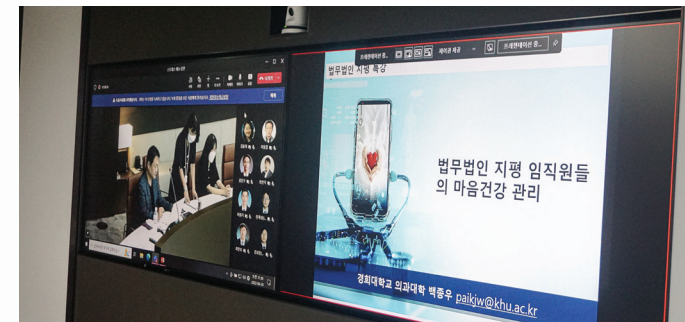
JIPYONG's Occupational Safety and Health Committee organized a workplace safety training program to help its members effectively respond to emergencies in their daily lives. JIPYONG's workplace safety training program invited firefighters from the Jung-gu Fire Department to deliver lectures that could be attended in person or online, so that as many of its members as possible would be able to participate.

The lecture included both theory explanations and practical training through a series of demonstrations by experienced experts and practical exercises by the participants. The training was well-received by the participants.



[PSYCHOLOGICAL COUNSELING PROGRAM] Psychological Counseling Program for JIPYONG Members

JIPYONG provides psychological counseling services to assist its members in alleviating various stresses they may experience due to various factors such as social and physical environments. All counseling is strictly confidential in accordance with Article 83 of the Basic Labor Welfare Act, allowing the members to feel comfortable and free to seek help from experts. In addition, JIPYONG actively publishes helpful information that helps its members maintain psychological stability, such as columns by experts, lunch letters, and healing stories, through the EAP Association's monthly newsletter. JIPYONG seeks to achieve the health and happiness of each member to realize its vision of a "law firm where all members are truly happy," and in addition to the psychological counseling program, we are exploring various ways to ensure that all members work in a stable work environment.



▶ Person in Charge of Safety and Health Management Name : Sang Jun KIM Title : Attorney	▶ Safety Management Officer Team Name : General Affairs Team Person in Charge : Jun Hyung PARK, Senior Manager	▶ Health Management Officer Team Name: Human Rights Team Person in Charge: Chang Woo HAN, Senior Manager
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HUMAN RIGHTS EDUCATION

JIPYONG is providing all members with human rights education, including Education for Prevention of Sexual Harassment in the Workplace and Education for Improving Awareness of Disability Rights.

(Unit: Hour)

Category	2022	2023
Education for Improving Awareness of Disability Rights	467	491
Education for Prevention of Sexual Harassment in the Workplace	474	491
Education for Improving Awareness of Disability Rights	323	332

04

EMPLOYMENT RELATIONS

ASSOCIATES COMMITTEE

JIPYONG's associate attorneys are not only employees but also future partners, which is why we refer to them as "preliminary partners". JIPYONG's Associates Committee is responsible for gathering and conveying comments and opinions to JIPYONG's Management Committee relating to effective protection of working conditions and work-life balance. JIPYONG strives to engage in active communication between the Management Committee and the Associates' Committee, and is constantly striving to ensure that the voices of its members are heard and taken into account in decision-making.

LABOR-MANAGEMENT COUNCIL (STAFF)

Members of the Employees' Committee of JIPYONG's Labor-Management Council were elected through an online vote held between March 28-29, 2022 for a three-year term and have been serving the employee organization since their election. The Employees' Committee of Labor-Management Council endeavors to improve the working environment and resolve grievances of JIPYONG's Seoul office employees by delivering the opinions gathered through regular and irregular meetings to the Employers' Committee and striving to improve the welfare of the employee organization. In addition, the Employees' Committee members have formed a general committee intended to collect employees' opinions and communicate with JIPYONG's members. The general committee is an advisory organization of the Employees' Committee and is composed of no more than seven members, taking into account their positions and departments.

EMPLOYEES' COMMITTEE OF LABOR-MANAGEMENT COUNCIL (EUN HEE CHOI, HYUN JUNG KIM AND SI WON PARK)

1. Term : 2022. 4. 4. ~ 2025. 4. 3.
2. New Welfare Benefits
 - Expanded access to fitness centers
 - Increased team management fees and new team interaction fees
 - Established a legal counseling system for employees
 - Increased holiday bonuses
 - Established a refreshment vacation and reward system for 5-year employees
 - Established a new position of manager and welfare expenses/promotion bonuses
 - Reduced the criteria for overtime transportation expenses and support for team membership training
 - Introduced a half-and-half day off system

[GATHERING OPINIONS]

Survey on Holiday Bonus Payment Methods

- Period: 2022. 10. 21. ~ 2022. 10. 28. (for 8 days)
- Method: Online survey through Google Forms
- Result: Collected opinions and reflected the same in policy

Request for Opinions on Employee Wellness and Safety

- Period: 2022. 9. 13. ~ 2022. 9. 19. (for 7 days)
- Method: Online survey through Google Forms*
- Result: Collected opinions and forwarded the same to the Management Committee

*Time limit applied only to the Google Forms survey; email feedback has remained available at all times.

Request for Opinions on Employee Wellness and Safety

- Period: 2023. 9. 13. ~ 2023. 9. 20. (for 8 days)
- Method: Collected suggestions through committee members and labor council members (per position)
- Result: Collected suggestions and forwarded the same to the Management Committee

WORK-LIFE BALANCE

(Unit : Case)

Category	Classification	2022	2023
Expert	Took maternity leave	-	-
	Took childcare leave	1	-
	Took both maternity leave and childcare leave	4	5
	Total	5	5
Staff	Took maternity leave	-	-
	Took childcare leave	-	1
	Took both maternity leave and childcare leave	4	4
	Total	4	5
Expert	Average use of time	6 months	6.1 months
Staff	Average use of time	14.8 months	14.8 months

(Unit : Person)

Category		2022	2023
JIPYONG members who took childcare leave	Male	1	1
	Female	18	14

SABBATICAL LEAVE

(Unit : Person)

Category		2022	2023
Expert		24	23
Staff		12	28

*Special Leave for Employees with over 5 years of service is newly introduced in 2023

STAFF WORKSHOP

- Date: April 21, 2023
- Venue: LW Convention Center

JIPYONG organized a staff workshop to improve communication and collaboration.

The first session was focused on communication and exchanging opinions, during which staff members had the opportunity to ask questions about the company and individual staff members through a program titled "Q&A Ask JIPYONG." They also had a chance to directly communicate with the management by providing their opinions on the direction of JIPYONG's development and receive immediate feedback to their comments. The second session focused on teamwork-building. The third session allowed employees to deepen their camaraderie through a dinner and after-party that finally returned since the COVID-19 pandemic. JIPYONG continues to strive to strengthen communication among employees and solidify the cooperative relationship between labor and management.



HAPPY HOUR

"Happy Hour" is one of the many activities that JIPYONG organizes to foster face-to-face interactions among its members. Happy Hour is an event that utilizes each floor's lounge area for the members to interact over light snacks and drinks, and it is a casual, informal, and freeform event that is tailored to each floor's situation, recognizing that the members who work on the same floor may have a limited opportunity to get to know each other outside of work.

The 2023 Happy Hour has been praised for strengthening interaction and cooperation between teams and contributing to a more harmonious and positive workday which accounts for one-third of a weekday. In the future, JIPYONG will continue to strive to strengthen the bonds between executives and employees and establish a healthy and vibrant culture in the workplace through various types of events.

