

# CSR

ISEME, KAMAU & MAEMA ADVOCATES  
(IKM)

Policy Statement for Charitable Donations



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## Table of Contents

|     |   |   |
|-----|---|---|
| 1.  | PREAMBLE .....  | 3 |
| 2.  | SCOPE .....   | 3 |
| 3.  | MISSION .....   | 3 |
| 4.  | DEFINITION .....  | 3 |
| 5.  | IKM'S PLEDGE .....  | 3 |
| 6.  | SELECTION CRITERIA AND RESTRICTIONS .....                     | 3 |
| 7.  | RETURN BENEFITS .....   | 4 |
| 8.  | MECHANISMS FOR EVALUATION, COMMUNICATION AND<br>RENEWAL ..... | 4 |
| 9.  | REVIEWING AND UPDATING THIS POLICY .....                      | 5 |
| 10. | MATCHING POLICY .....   | 5 |

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## 1. PREAMBLE

Iseme, Kamau & Maema Advocates (“**IKM**”) is committed to supporting a wide range of charitable causes and organisations.

In 2015, IKM’s partners and management adopted a new, more integrated approach to charitable donations. This approach is guided by the following key objectives namely:

- Bringing greater focus by concentrating the majority of the firm’s donations on three priority areas: Health, Welfare and Education/Literacy;
- Creating a clearer governance structure by establishing a firm-wide policy and an IKM donations advisory committee to oversee the approval process;
- Creating a better quality of life for the beneficiaries of the firm’s donations programs and ensuring long-term, sustainable support for chosen beneficiaries; and
- Supporting IKM’s overall business strategy.

This policy will take effect from 1st July 2015. The terms of this policy will be reviewed on a yearly basis.

## 2. SCOPE

This policy applies to all IKM donations, community programs and corporate social responsibility programs.

## 3. MISSION

IKM’S corporate social responsibility programs are aimed at helping to shape the future in a way that provides economic, ecological and social benefits to all.

## 4. DEFINITION

- IKM’s corporate social responsibility programs support charities and other non-profit organisations that aim to improve the quality of the life of their beneficiaries.
- Charitable donations are not made for commercial, name or brand recognition or in exchange for any product or service.
- Charitable donations may be made either in money or in kind. In “kind” may include time, personal or firm expertise, advice or other firm resources.

## 5. IKM’S PLEDGE

- To support causes and organisations that help create a better quality of life for their beneficiaries;
- To act according to IKM’s business principles and Code of Conduct;
- To act as a responsible firm and to lead by example, encouraging employees and other stakeholders’ engagement in supporting good causes.

## 6. SELECTION CRITERIA AND RESTRICTIONS

- 6.1 Selection of beneficiaries must comply with the terms and objectives of IKM Advocates Policy for Charitable Donations;
- 6.2 Given the objectives of this Policy, the majority of recipients will fall in the firm’s three priority areas: Health, Welfare and Education/ Literacy;

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6.3 IKM Advocates will only support charities and other non-profit organizations that:

- 6.3.1 are not involved in the abuse of human rights;
- 6.3.2 do not discriminate unfairly in the allocation of their support according to race, creed, religion, gender, disability or age;
- 6.3.3 do not have activities which involve significant damage to the environment;
- 6.3.4 Fully disclose all relevant corporate and personal conflicts of interest.

6.4 IKM Advocates preference is for charities and other non-profit organizations that:

- 6.4.1 have long-term goals and objectives;
- 6.4.2 operate in a sustainable manner;
- 6.4.3 encourage stakeholder involvement and the participation of individual communities;
- 6.4.4 Take an innovative approach to their projects and initiatives.

## **7. RETURN BENEFITS**

IKM Advocates does not seek direct commercial benefits through its charitable donations. The firm recognizes, however, that certain ancillary benefits may accrue, such as strengthening of the IKM brand name and reputation among employees, clients, business partners and other stakeholders.

## **8. MECHANISMS FOR EVALUATION, COMMUNICATION AND RENEWAL**

The firm is committed to evaluating the efficiency and impact of its charitable donations. The evaluation process will focus on:-

8.1 ensuring recipients comply and continue to comply with the terms and objectives of IKM overall Policy for Charitable Donations; and

8.2 ensuring regular feedback from recipients on projects and initiatives supported and the impact on individuals, communities and other beneficiaries.

The firm maintains a regular dialogue with those charities and organizations it supports both to improve management of existing projects and to identify future opportunities. In addition, charitable and non-profit organizations are regularly invited to help assess and determine the content and relevance of the firm's sustainability strategy and sustainability.

The firm is also committed to communicating the details of its charitable donations program to employees, via the company's main internal communication channels, as part of broader efforts to encourage employee participation in supporting charitable organizations and causes.

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## **9. REVIEWING AND UPDATING THIS POLICY**

This Policy is reviewed at least once a year, and, if necessary, changes are recommended.

The Policy may be updated at any time to reflect changes either in internal organization or changes to the firm's brand positioning or strategy.

All changes will be communicated via the firm's corporate website [www.ikm.co.ke](http://www.ikm.co.ke).

## **10. MATCHING POLICY**

This policy should be read in conjunction with the IKM Corporate Social Responsibility Policy Statement.

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## CONTACT US

For more information about our Charitable Donations and the firm's policies, please contact:

<http://www.dlapiper.com/en/global/offices/nairobi/>

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