

GLOBAL COMPACT ANNUAL COMMUNICATION ON PROGRESS – SME VERSION

Company Name:	Baillie Gifford & Co	Date	04/27/2009
Unit (if applicable)		Membership date	
Address	Calton Square 1 Greenside Row Edinburgh, EH1 3AN	Number of employees	623
Country	UK	Sector	Finance
Contact name			
Contact Position			
Contact telephone no.	+44 131 275 2000		

Brief description of nature of business

Baillie Gifford is an independent investment management firm.

Statement of support

We support and are committed to the 10 Principles covering human rights, labour rights, the environment and anti-corruption.

Signature *Andrew MacKirdy*

Position *Client service Director*

PRINCIPLE 1 BUSINESS SHOULD SUPPORT AND RESPECT THE PROTECTION OF INTERNATIONALLY PROCLAIMED HUMAN RIGHTS

Our Commitment or Policy

Our business is situated in the UK and we ensure that our employment conditions and practices comply with or exceed UK and EU employment requirements.

A brief description of our Processes or Systems

Policy documents are available to all employees.

Actions implemented in the last year / planned for next year

N/A

Measurable Results or Outcomes

Staff complaints and grievances are at minimal levels. No successful (or unsuccessful) action has been taken against the firm at Employment Tribunal or other Court of Law.

PRINCIPLE 2 BUSINESS SHOULD ENSURE THAT THEY ARE NOT COMPLICIT IN HUMAN RIGHTS ABUSES

Our Commitment or Policy

As Principle 1.

A brief description of our Processes or Systems

Actions implemented in the last year / planned for next year

Measurable Results or Outcomes

PRINCIPLE 3 BUSINESS SHOULD UPHOLD THE FREEDOM OF ASSOCIATION AND THE EFFECTIVE RECOGNITION OF THE RIGHT TO COLLECTIVE BARGAINING

Our Commitment or Policy

All staff members are free to join a trade union and we ensure that we comply with the UK's Information and Consultation Regulations.

A brief description of our Processes or Systems

N/A

Actions implemented in the last year / planned for next year

N/A

Measurable Results or Outcomes

N/A

PRINCIPLE 4 BUSINESS SHOULD SUPPORT THE ELIMINATION OF ALL FORMS OF FORCED AND COMPULSORY LABOUR

Our Commitment or Policy

See Principle 1

A brief description of our Processes or Systems

N/A

Actions implemented in the last year / planned for next year

N/A

Measurable Results or Outcomes

N/A

PRINCIPLE 5 BUSINESS SHOULD SUPPORT THE EFFECTIVE ABOLITION OF CHILD LABOUR

Our Commitment or Policy

We support the elimination of all forms of forced and compulsory labour and no forms of forced or compulsory labour exist within the organisation.

A brief description of our Processes or Systems

N/A

Actions implemented in the last year / planned for next year

N/A

Measurable Results or Outcomes

N/A

PRINCIPLE 6 BUSINESS SHOULD SUPPORT THE ELIMINATION OF DISCRIMINATION IN RESPECT OF EMPLOYMENT AND OCCUPATION

Our Commitment or Policy

We have an Equal Opportunities Policy which is available to all employees. See attached document.

A brief description of our Processes or Systems

All staff receive equal opportunities training.

Actions implemented in the last year / planned for next year

The policy is reviewed on an annual basis.

Measurable Results or Outcomes

All issues and complaints are treated with seriousness and professionalism by managers and the HR Department.

PRINCIPLE 7 BUSINESS SHOULD SUPPORT A PRECAUTIONARY APPROACH TO ENVIRONMENTAL CHALLENGES

Our Commitment or Policy

We have an environmental policy which is available to all employees.

A brief description of our Processes or Systems

See attached Policy.

Actions implemented in the last year / planned for next year

We are currently working towards achieving ISO 14001 certification.

Measurable Results or Outcomes

We are currently considered waste, water and energy reduction targets which will be the first step to having measurable results. We look forward to being in a better position by the end of 2009 to report on our measurable results and outcomes.

PRINCIPLE 8 BUSINESS SHOULD UNDERTAKE INITIATIVES TO PROMOTE GREATER ENVIRONMENTAL RESPONSIBILITY

Our Commitment or Policy

We agree that in the current climate, businesses should promote greater environmental responsibility.

A brief description of our Processes or Systems

We are currently working towards achieving ISO 14001 certification.

Actions implemented in the last year / planned for next year

As above

Measurable Results or Outcomes

As above

PRINCIPLE 9 BUSINESS SHOULD ENCOURAGE THE DEVELOPMENT AND DIFFUSION OF ENVIRONMENTALLY FRIENDLY TECHNOLOGIES

Our Commitment or Policy

When appropriate and through our normal business practices, we encourage the development and diffusion of environmentally friendly technologies.

For a case study please see: <http://www.computing.co.uk/computing/analysis/2207256/case-study-baillie-gifford-3737463>

A brief description of our Processes or Systems

We continually monitor the power consumption within our main Datacentre sites. Where possible we reduce the power footprint by employing energy efficient hardware as well as utilising server virtualisation technologies. Server Virtualisation enables us to run multiple servers within a single hardware device, almost a third of our server inventory now uses this form factor.

Where possible we reutilise our IT hardware by cascading equipment to lower process intensive operations. Once this lifecycle has completed we dispose of all of our IT equipment via WEEE compliant vendors.

We are in the process of upgrading our desktop computer inventory to Microsoft Vista, on completion of this project we aim to adopt stringent policies for controlled shutdown and power management of these devices.

Actions implemented in the last year / planned for next year

We use efficient computing technology, encourage the use of email and the extranet rather than paper, have video conference facilities which can reduce travel by enabling business and client meetings without travel.

We have also introduced notice boards displaying an environmental 'thought of the month' which could incorporate messages such as the use of stairs rather than lifts or the use of glasses or mugs to avoid excessive usage of paper cups.

Measurable Results or Outcomes

This is difficult to quantify but we have further reduced our power consumption over the last year and are continuing to look for ways of reducing our environmental footprint via environmentally friendly technologies where they make financial and commercial sense.

PRINCIPLE 10 BUSINESS SHOULD WORK AGAINST CORRUPTION IN ALL ITS FORMS, INCLUDING EXTORTION AND BRIBERY

Our Commitment or Policy

Baillie Gifford is committed to the implementation of measures designed to prevent the possibility or occurrence of corruption in all of its forms. The firm conducts regular training on relevant fraud related matters and operates policies and procedures which are communicated to all staff as part of their induction programme and which are accessible to all on-line. Staff are expected to adhere to ethics

policies which cover standards of behaviour in their conduct with other members of staff and with clients and suppliers. In addition personal account dealing rules apply to all staff dealing. These rules require pre-clearance of personal trades and impose conditions on dealing designed to ensure that the interests of our clients are not compromised in any way."

A brief description of our Processes or Systems

N/A

Actions implemented in the last year / planned for next year

N/A

Measurable Results or Outcomes

N/A

How do you intend to make this COP available to your stakeholders?

This will be available to clients upon request.