



# Communication on Progress 2022

RKAH Legal Consultancy  
December 2021-22

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## Section 1: Statement of Continued Support

December 2022

Dear Stakeholders,

It gives me great pleasure to reaffirm RKAH Legal Consultancy's continued support for the Ten Principles of the United Nations Global Compact in the areas pertaining to Human Rights, Labor, Environment and Anti-Corruption.

In our second annual Communication on Progress (covering the period from December 2021 to December 2022), we aim to highlight the various practices undertaken by the firm to integrate and implement the Global Compact and its Ten Principles in our business strategies, work culture, and day-to-day operations.

In continuity with last year, these principles along with the Sustainable Development Goals have continued to provide us a strong framework to aid us in functioning and implementing sustainable business measures in every venture that we commenced. In addition to this, the United Nations Global Compact and its Principles have been a crucial benchmark as we ensure continuous improvements whilst establishing a more sustainable future.

We are also committed to sharing this information with all our stakeholders using our company's primary channels of communication, including our website and social media pages.

Sincerely yours,



Fatima Balfaqqeh

Managing Director



## Section 2: Human Rights

At RKAH Legal Consultancy, we wholeheartedly support the following principles concerning Human Rights:

- ❖ **Principle 1:** *Businesses should support and respect the protection of internationally proclaimed human rights, and*
- ❖ **Principle 2:** *make sure they are not complicit in human rights abuses.*

### 1. Assessment, Policy and Goals

RKAH Legal Consultancy firmly believes that Human Rights are a core set that every human is entitled to regardless of the race, gender, or the economic background they come from. However, in today's world many of these rights are blatantly violated, regardless of one's autonomic entitlement.

Since our inception, we have ensured to create a tolerant and multi-cultural community where the guarantee of human rights is not viewed as a goal that needs to be achieved but rather as a foundational element of our firm's DNA.

At RKAH Legal Consultancy we strive to ensure that our employees continue to remain 'human beings' and not just employees as they walk through the office door. This is evidenced by our company's policies which take into consideration our diversity, and in addition are aligned to be inclusive so as to reap the rewards such as better decision making, innovation and productivity.

### 2. Implementation

Every employee at RKAH Legal Consultancy is required to sign a statement confirming their commitment to abide by the values listed within the Code of Conduct which amongst other things, details the procedures of reporting violations and the consequences of incurring such a violation.

Furthermore, we have implemented several HR related protocols to help our employees track their entitlements to annual leave and annual reviews. As we slowly get back to work after the global pandemic, we as a company brought in the usage of customized software that facilitates tasks amongst our employees, by using tools such as Trello boards and Monday. All our employees have received multiple introductions and an on-hand experience with these newly introduced softwares.

### 3. Measurement of Outcomes

At the time of compiling this Communication on Progress, there have been no recorded violations of our Code of Conduct by any of our employees.

These protocols have proven to ease our employee's applications for annual leave and provides both of the parties involved with a system to track all their duties and workload in order to be used at the time of their annual reviews.

## Section 3: Labour

At RKAH Legal Consultancy, we wholeheartedly support the following principles concerning Labour:

- ❖ **Principle 3:** Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining.
- ❖ **Principle 4:** the elimination of all forms of forced and compulsory labour.
- ❖ **Principle 5:** the effective abolition of child labour.
- ❖ **Principle 6:** the elimination of discrimination in respect of employment and occupation.

### 1. Assessment, Policy and Goals

RKAH Legal Consultancy is fully committed in supporting the Labour principles of the United Nations Global Compact as we utilize the best international practices when it comes to hiring, employment flexibility and employee growth. All our labour contracts clearly state the rights our employees are entitled to alongside their compensation and benefits.

In addition to this, RKAH Legal Consultancy firmly stands by the principle of non-discrimination whether expressly or impliedly on the grounds of gender, race, ethnicity, or socio-economic background. Our employees are treated with equality, and we ensure that their cultural diversity is respected.

Throughout the past year with the global pandemic of COVID-19, we as a company appreciated our responsibility of safeguarding our employees' health by ensuring them a safe work environment and the utmost support of their well-being.

### 2. Implementation

Every employee at RKAH Legal Consultancy is required to sign a statement confirming their commitment to abide by the values listed within the Code of Conduct which amongst other things, details the procedures of reporting violations and the consequences of incurring such a violation.

Considering the lessons learnt from the COVID 19 pandemic, RKAH Legal Consultancy has opted for flexible working conditions which includes flexible work hours for our employees in order to support a healthy work life balance whilst reducing their commuting expenses and environmental carbon emissions.

### 3. Measurement of Outcomes

At the time of compiling this Communication on Progress, there have been no recorded violations of our Code of Conduct by any of our employees.

As per our previous Communication of Progress we did resume our operations from our registered offices bearing in mind all safeguards in place to protect our employees' health. In addition to this, the flexible work model continued to maintain the physical and mental welfare of our employees.

## Section 4: Environment

At RKAH Legal Consultancy, we wholeheartedly support the following principles concerning Environment:

- ❖ **Principle 7:** Businesses should support a precautionary approach to environmental challenges.
- ❖ **Principle 8:** undertake initiatives to promote greater environmental responsibility.
- ❖ **Principle 9:** encourage the development and diffusion of environmentally friendly technologies.

### 1. Assessment, Policy and Goals

As an active participant of the United Nations Global Compact, RKAH Legal Consultancy utilizes a framework that is founded upon the Ten Principles with immense respect for those that are concerned with the environment.

In all our interactions, both internally and externally, RKAH Legal Consultancy is committed to mitigating its environmental footprint as it aims to achieve a greener and sustainable future.

### 2. Implementation

Since the company's inception, our Managing Director has been a firm advocator of Green Arbitration and regularly employs environmentally friendly approaches whilst carrying out the day-to-day operations of the firm. Our employees during their onboarding process are introduced to the concept of Green Arbitration and are encouraged to become environmentally conscious as much as reasonably possible.

RKAH Legal Consultancy being a firm that deals heavily with arbitration, ensures that we eliminate the need for printing unless it is deemed necessary. Furthermore, in our action to reduce the usage of paper we often turn to carrying out our operations via online correspondence and e-bundling services.

In addition to this, our Managing Director is a member of the MENA region's subcommittee that aims at creating an awareness amongst legal practitioners in the region of the importance of reducing our carbon footprint in order to achieve a sustainable environment.

### 3. Measurement of Outcomes

At RKAH Legal Consultancy we continue to respect and abide by various guidelines and regulations such as the ADGM Arbitration Guidelines which emphasis on the usage of electronic written submissions and remote hearings for all ongoing arbitration proceedings.

In addition to this, we are proud to announce that despite resuming operations from our registered offices and an increased work load, we are yet to print a document on paper, holding true to our promise for a greener future. Furthermore, all our employees have been provided with e-business cards to avoid unnecessary prints.

Outside the work environment, through our dealings with various government entities located in the United Arab Emirates, we have successfully encouraged them to sign onto our environmental initiatives by presenting our vision for a sustainable future.

## Section 5: Anti-Corruption

At RKAH Legal Consultancy, we wholeheartedly support the following principles concerning Anti-Corruption:

- ❖ **Principle 10:** Businesses should work against corruption in all its forms, including extortion and bribery.

### 1. Assessment, Goals and Policy

As an active participant in the United Nations Global Compact, RKAH Legal Consultancy shows its strong support for the anti-corruption principles and ensures to integrate it within all the firm's dealings both internally and externally.

Our work ethic has a zero-tolerance policy for corruption and creates no room for any of its other forms such as bribery, extortion, or fraud. RKAH Legal Consultancy aims to comply with all relevant laws and regulations of the UAE such as the UAE Penal Code, the Anti-Money Laundering Law, and others to the fullest extent.

Our firm aims at being highly transparent in all our dealings and take client confidentiality very seriously.

### 2. Implementation

Every employee at RKAH Legal Consultancy is required to sign a statement confirming their commitment to abide by the values listed within the Code of Conduct which amongst other things, details the procedures of reporting violations and the consequences of incurring such a violation. There are a series of internal checks and balances to ensure consistency with our anti-corruption commitment.

Our Managing Director believes in leading by example. Annual examinations are taken to maintain her qualification as a member of the Chartered Institute of Procurement and Supply which ensures that she is up to date with ethical procurement and sustainable purchasing practices.

Outside the work environment, we at RKAH Legal Consultancy are regularly employed to draft the ethical standards for procurement practices of various government entities.

### 3. Measurement of Goals

At the time of compiling this Communication on Progress, there have been no recorded violations of our Code of Conduct by any of our employees.

Additionally, RKAH Legal Consultancy has not been involved in any rulings, legal cases or any other events related to corruption or bribery.