

Code of ethics ELZABURU

Article 1. Multidisciplinary firm.

ELZABURU is a multidisciplinary firm with an international outlook, comprising lawyers, official IP attorneys, European patent attorneys, engineers, chemists, biologists and other qualified specialists, which provides its clients with across-the-board services spanning advice and assistance in the areas of registration, technology, contracts, and litigation.

Article 2. Commitment.

ELZABURU is governed in its actions by the ethical principles established by the relevant professional associations and institutions and by the rules of conduct laid down in this document. In particular, ELZABURU adheres to the Code of Conduct for Lawyers in the European Union adopted by the Council of Bars and Law Societies of Europe (CCBE) and to the Code of Conduct of the Law Council of Spain.

Article 3. Case management.

ELZABURU guarantees that the management of all matters entrusted to the firm will be handled by qualified practitioners, at least one of whom will be assigned to each client, within the framework of an information system which enables an administrative team to provide appropriate support at all times and thus ensure that actions are taken with the necessary speed and smoothness.

Article 4. Non-representation of unlawful interests.

Committed as it has always been to the enforcement of intellectual property rights, ELZABURU will not act in defence of persons or companies whose conduct is of a piratical nature. That same commitment obliges the firm to participate actively in all initiatives aimed at strengthening and enhancing the protection of those.

Article 5. Resolution of conflicts of interest.

ELZABURU has in place a carefully designed system for the avoidance of conflicts of interest. To that effect the firm adopted a protocol, which its clients may access, and set up a board for the oversight and assessment of potential conflicts.

Article 6. General standards of behaviour.

ELZABURU expects the day-to-day behaviour of its professional and administrative staff to be governed by the basic rules of decorum and good manners. The use of language which is vulgar, blasphemous, discriminatory, degrading or an affront to dignity is not admissible either in oral or written communication. The firm has a style guide which all its members are obliged to observe.

Article 7. Good faith.

The principles of courtesy, fairness and good faith should always underpin the actions taken by the practitioners of the firm vis-à-vis their clients, their opponents and any public authorities in relation to matters of whatever kind, whether administrative or judicial.

Article 8. Transparency.

ELZABURU's clients have the right to be kept promptly informed of all developments which may affect their interests arising in the course of proceedings before registries or courts or in contractual negotiations and to receive a copy of the briefs and documents which ELZABURU or the other party may submit in all such matters. Subject to the rules on data protection, clients shall have access on line and/or in paper format to the case files on the matters handled by the firm in their name.

Article 9. Confidentiality.

ELZABURU has material and information technology mechanisms in place to guarantee the strict observance of the duties and rights pertaining to confidentiality, the control of information and the professional secrecy which govern the relations between the practitioners and the clients of the firm.

Article 10. Vocation for excellence.

Thanks to its commitment to quality and excellence, stemming from the ethical demands of the very practice of the profession, ELZABURU has obtained ISO 9001 certification. This has entailed the implementation of certain protocols which all the firm's practitioners and administrative staff are required to observe.

Article 11. Adherence to the UN Global Compact.

ELZABURU adheres to the ten principles laid down in the UN Global Compact. One of the commitments which the firm has thus taken on is that of working against corruption in all its forms.

Article 12. Respect for human rights.

ELZABURU engages to respect internationally proclaimed human rights, comprising those listed in the International Bill of Human Rights together with the principles laid down in the Declaration of the International Labour Organization on Fundamental Principles and Rights at Work and the eight fundamental Conventions implementing them.

Article 13. Working environment.

ELZABURU is committed to fostering a positive labour relations framework which contributes to the personal and professional development of its employees through continuous learning programmes, the reconciliation of private and professional life, a workplace culture based on collective effort and solidarity, the responsible use of materials and equipment, and attention to occupational health and safety.

Article 14. Responsible body.

The Management Board of ELZABURU is the body responsible for ensuring compliance with the firm's code of ethics and for dealing with any complaint or enquiry from clients relating thereto.

December 2012
2020 version

MADRID

Calle Miguel Ángel, 21
28010 Madrid. Spain
+34 917 009 400
elzaburu@elzaburu.es

ALICANTE

Calle Velarde 13 – 5ª
03203 Elche
Alicante. Spain
alicante@elzaburu.es

VALENCIA

Calle Roger de Lauria 19 – 5ª
46002 Valencia. Spain
elzaburu@elzaburu.es

BEIJING

Office 1416 Jing Guang
Centre Business Building
Hu Jia Lou, Chao Yang District
Beijing 100020. China
beijing@elzaburu.es