



TAGLAW CHARTER

TAGLaw® is an international alliance of law firms who agree to share the common objectives, and follow the standards and best practices as set out in this Charter.

Identification with TAGLaw is designed to provide member firms with the resources to enable them to succeed by enhancing their services to existing clients, by allowing increased services to new and prospective clients, and by providing education on important topics to member professionals and staff. The TAGLaw concept is to create opportunity for participation in TAGLaw activities and marketing on a flexible basis, reflecting the differing professional obligations, resources and objectives of the individual members.

THE OBJECTIVES OF TAGLaw

TAGLaw members commit to the following objectives:

1. Providing excellent, timely and cost-effective legal services to clients of member firms across the alliance.
2. Developing and maintaining strong member and client relationships, enhanced by the international resources shared by the alliance.
3. Providing accurate and timely communication and information to members and their clients on terms of professional engagement and progress of business.
4. Sharing their expertise through specialty or sector groupings; enhancing their profile and reputation through the TAGLaw brand; and engaging in promotional or educational activities that incorporate international expertise or resources.
5. Providing appropriate referral opportunities to other members.

STANDARDS WITHIN THE ALLIANCE

TAGLaw members commit to the following standards:

Charges. It shall be normal practice within the alliance for the client to be responsible for charges incurred, rather, than any legal responsibility for such charges remaining with a TAGLaw member who refers business to another. If the TAGLaw member referring business does not want the client to be charged directly, that member is responsible for establishing an alternate payment arrangement when introducing business to another member.

Commitment. Each firm is committed to following the client's instructions and to assign a high priority to matters referred by TAGLaw members.

Communication. Members are encouraged to initiate contact with other members by both email and phone in order to avoid messages being blocked by filters or otherwise.

Confidentiality. Client confidentiality is to be preserved in accordance with the highest standards applicable to the professional relationship.

Courtesies. Members are encouraged to extend a reasonable period of unbilled time to an initial member inquiry and in providing brief information about national laws or local requirements.

Engagements. All referred matters shall be confirmed in writing and specify the client, the work to be undertaken, the charges therefore, the party responsible for the fee, and any special arrangements or instructions in connection with performance of the work.

Expertise/Supervision. If the work referred requires expertise the firm does not possess, the firm should advise the client of this fact and decline the work or recommend other lawyers who have the expertise. The partners or proprietors of member firms will ensure that suitable arrangements are in place to supervise work done for clients by other members of their staff.

Responsiveness. It is expected that member firms will respond to communications from other members within 24 hours. Progress reports relating to any matter or transaction will be supplied to the client or referring firm regularly.

Questionable Business Activities. Firms must provide adequate checks for matters involving unusual settlement requests, unusual instructions, large sums of cash, or suspect business transactions.

OBLIGATIONS WITHIN THE ALLIANCE

TAGLaw members accept the following obligations:

Ethics. Firms must comply with all professional standards and obligations imposed by their relevant governing body and by the general principles of ethical commercial practice. For work referred, each firm will have in place appropriate means to check potential conflicts of interest. Firms will notify clients promptly if there is an actual or potential conflict and will decline to act, or withdraw from acting if there is any unresolved conflict of interest.

Language Skills. All member firms shall have, at the time of membership or promptly thereafter, sufficient English language skills to conduct business in English and shall maintain a web site containing in English or containing an English translation. Unless otherwise agreed to by the parties, all matters are expected to be handled in English.

Respect for the Brand. Members shall comply with any rules or procedures in place regarding use of the TAGLaw name, brand or mark.

BEST PRACTICES WITHIN THE ALLIANCE

Branch Offices. Branch offices are a commercial fact of life in most major jurisdictions around the world and exist within the TAGLaw association. Members are discouraged from promoting, within TAGLaw, a branch office in a jurisdiction where there is another member designated for that area.

Conference Attendance. Conference attendance contributes significantly to the value of the alliance as a whole and to the value received by members. Members will use their best efforts to attend one or more conferences each year.

Contacts. It is important, to insure responsiveness, that member firms have at least 2 TAGLaw contacts, each of whom is expected to be knowledgeable about the alliance and each of whom must be prepared to receive and respond to TAGLaw or member communications.

Disputes. Members are encouraged to resolve any disputes on their own. TAG personnel should be contacted if issues remain after reasonable attempts by the parties to resolve them.

Promoting the Alliance. Member firms will use reasonable means to promote the development, good standing and reputation of the alliance. Firms will provide the alliance with relevant, up-to-date information about the firm, its members and specialties, and successful interactions with other members.

Referrals. While referrals to member firms are not mandatory, members shall, whenever possible, refer matters to other TAGLaw firms.

This Charter should be read in connection with the Membership Agreement.