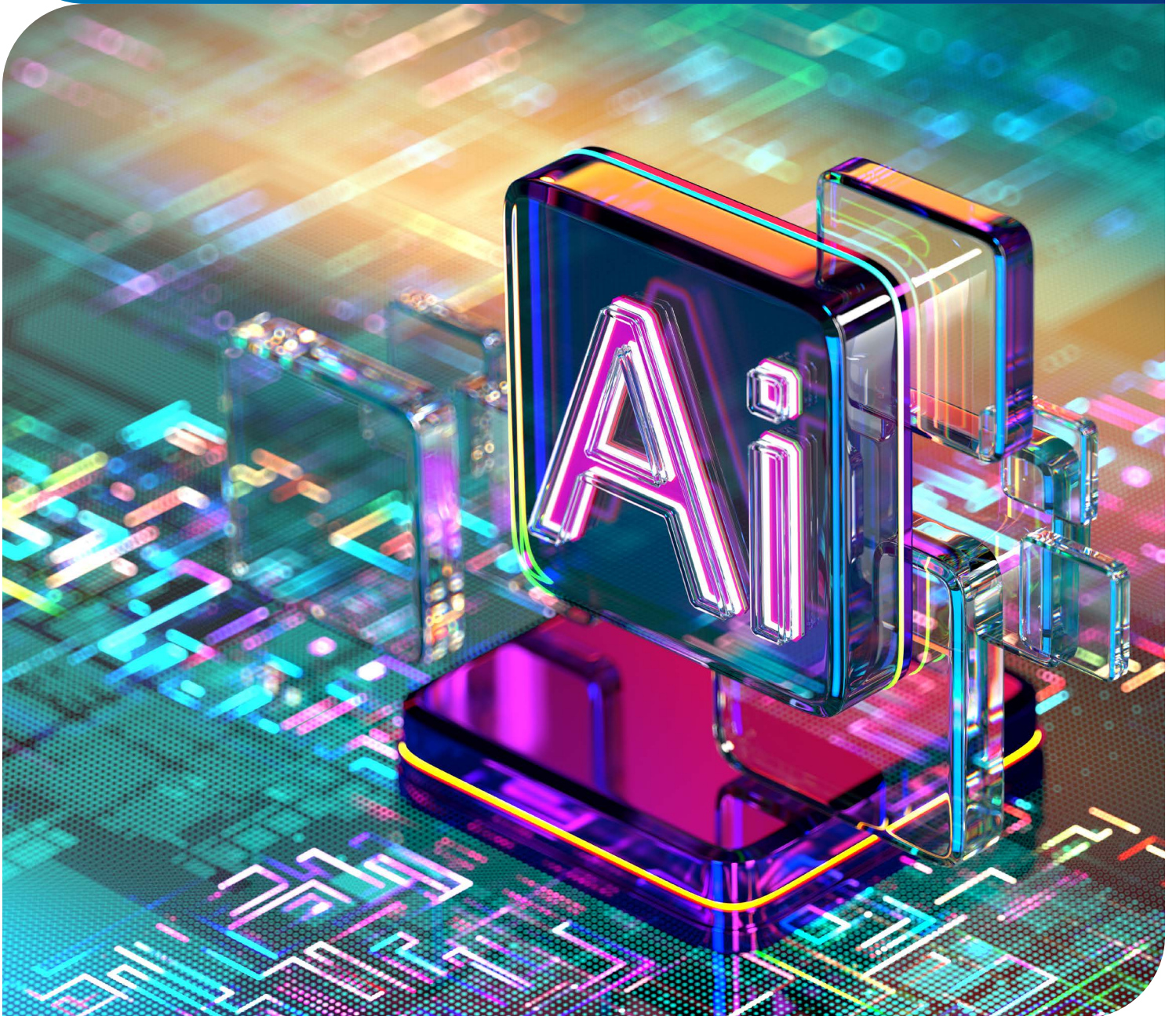


# Our use of Artificial Intelligence (AI)



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## 1. Introduction

We, at Loyens & Loeff are committed to continuously enhance the value we deliver to our clients as a trusted, professional partner. As part of this commitment, we explore and adopt innovative technologies that support smarter, faster, and more effective legal, tax, notarial and regulatory services. Artificial intelligence (**AI**) plays an increasingly important role in this evolution. We believe that, when applied responsibly and thoughtfully, AI can strengthen our capabilities, improve efficiency, and unlock new opportunities for our clients.

In this document, you will find our vision and strategy for AI, how we use AI tools and what we use them for, and how we manage risk, whilst ensuring that we uphold the high standards of quality, confidentiality and ethics that we hold ourselves to.

## 2. Vision and Strategy for AI

Loyens & Loeff views AI as a strategic enabler that helps our professionals deliver even better service faster, more insightfully, and more consistently. AI is never a replacement for our experts, but it empowers them to work smarter. By automating routine tasks and providing intelligent assistance, AI allows our teams to focus more on client strategic needs and on meeting such needs.

We are investing in ongoing training for our people to use AI effectively, under prudent oversight, and fostering a culture of innovation and continuously evaluate new AI developments and the related risks to keep our firm at the forefront of legal-tech advancements. In sum, our firm embraces AI in a thoughtful, responsible manner combining cutting-edge technology with our legal expertise to better serve our clients.

## 3. AI Tools and their use

We utilise best-in-class tools and technologies and are committed to a thoughtful and strategic approach to AI adoption. All our people have access to AI tooling and AI assistance is embedded seamlessly into our daily workflows.

We support this adoption through tailored training, continuous learning initiatives and generative AI hubs embedded in our Expertise Groups that all foster knowledge sharing across the firm. Our dedicated AI Task Force provides informed strategy and develops AI solutions, including deploying agents firmwide, while also exploring opportunities for native, in-house AI tools. In addition, it also helps our professionals develop and test complex AI solutions.

To ensure we remain at the forefront of AI innovation within the legal, tax and notarial domains, we proactively and constantly pilot and rigorously assess AI solutions as they become available. Successful pilots are systematically expanded, allowing us to scale up the adoption of effective technologies across our practice. Importantly, only those tools that have received formal approval are authorized for use in client-related matters, safeguarding both quality and compliance at every stage.

While the full potential and long-term impact of AI are still emerging and will continue to develop with technological progress, we are already seeing significant benefits for our clients in the following areas:

- **Quality of Legal Services:** AI strengthens the quality of our legal, tax, and notarial services by increasing efficiency and enabling deeper analysis. It supports our professionals in identifying key provisions across extensive document sets and handling contract reviews with greater precision.
- **Internal Automation:** Routine tasks such as regulatory summarization and drafting meeting minutes or status updates are automated through AI. This frees up time for our advisers to focus on strategic and high-value work, resulting in faster deliverables and more effective use of legal resources for the benefit of our clients' projects.
- **Efficiency and Turnaround Times:** AI accelerates document review and production. Repetitive tasks are completed swiftly, allowing for prompt responses to urgent client needs.

## 4. Risk Management

Loyens & Loeff recognizes that the responsible use of artificial intelligence requires robust oversight and a strong commitment to client trust. As regards the use of AI, our risk management framework is built on the following pillars:

- **Strict Internal Policy on AI Tools:** Only enterprise-grade AI solutions that have been thoroughly vetted and formally approved are permitted for use in client-related matters. The use of public or open AI tools, such as ChatGPT, Bard, and similar platforms, is strictly prohibited for any business-related work, due to confidentiality and data security risks. This policy reflects both our internal standards and the growing expectations of our clients and is fully aligned with evolving guidance from bar associations, regulatory bodies, and the requirements of the EU AI Act regarding AI ethics and client protection.
- **Data Privacy and Security:** We are committed to safeguarding client data at every stage of our AI workflows. Our existing and future approved AI tools operate within our secure Microsoft 365 environment, ensuring that no client data leaves our domain or is used to train AI models. Our practices are fully aligned with the EU AI Act, GDPR, and other relevant regulations, providing clients with assurance that their information remains confidential and always protected.
- **Human Oversight and Quality Control:** Our professionals exercise appropriate oversight over all AI-generated outputs, ensuring that results are always carefully assessed and validated by our professionals before being relied upon in client matters. This approach maintains the high standards of quality and reliability that define our services.
- **Client Communication and Transparency:** We believe in being transparent about our use of AI. We welcome client questions about AI involvement.
- **Ongoing Training and Policy Framework:** We invest in building AI literacy across the firm, equipping our professionals to use these tools responsibly and to recognize their limitations. Our internal AI Policy leaves room for AI use while setting clear standards for the lawful, ethical, and effective use of AI.

## 5. Contacts

If you have any questions regarding our use of artificial intelligence, please feel free to reach out to your usual lead partner or connect with our [Client Engagement Team](#). We are always available to provide further information.



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