

WHITESTONE CHAMBERS

Barristers

Whitestone
Chambers

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USE OF ARTIFICIAL INTELLIGENCE POLICY

(June 2026)

USE OF ARTIFICIAL INTELLIGENCE POLICY

1. Purpose of Policy.

Publicly available applications driven by generative artificial intelligence (GenAI), such as ChatGPT, Google Gemini, Microsoft Copilot, Claude or image generators (DALL-E 2, Midjourney) are impressive and widely popular. But while these content-generating tools may offer attractive opportunities to streamline work functions and increase our efficiency, they come with serious security, accuracy and intellectual property risks. This policy highlights the unique issues raised by GenAI, helps employees understand the guidelines for its acceptable use, and protects Chambers' confidential or sensitive information, trade secrets, intellectual property, workplace culture, commitment to diversity and brand.

2. Scope.

This policy applies to the use of any third party or publicly available GENAI tools, including ChatGPT, Google Gemini, Microsoft Copilot, Claude and other similar applications that mimic human intelligence to generate answers, work product, or perform certain tasks.

3. Guidelines

DO:

- Understand that GenAI tools may be useful but are not substitute for human judgment and creativity.
- Understand that many GenAI tools are prone to “hallucinations”, false answers or information, or information that is stale, and therefore responses must always be carefully verified by a human.
- Treat every bit of information you provide to a GenAI tool as if it will go viral on the Internet, attributed to you or the Company, regardless of the settings you have selected within the tool (or the assurance made by its creators).
- A pupil must inform their supervisor in writing when they have used a GenAI tool to help perform a task.
- Verify that any response from a GenAI tool that you intend to rely on or use is accurate, appropriate, not biased, not a violation of any other individual or entity's intellectual property or privacy, and consistent with Chambers' policies and any applicable laws.

DO NOT:

- Use GenAI tools to make or help you make employment decisions about applicants or employees, including recruitment, hiring, retention, promotions, transfers, performance monitoring, discipline, demotion or terminations.
- Upload or input any confidential, proprietary or sensitive information into any GenAI tool. Examples include passwords and other credentials, protected health information, personnel material, information from documents marked as Confidential, Sensitive, Proprietary or any other non-public information that might be of use to competitors or harmful to your clients if disclosed. This may breach your obligations to keep certain information confidential and secure, risks widespread disclosure, and may cause Chambers' rights to that information to be challenged.
- Upload or input any client's personal information (names, addresses, likenesses, etc.) into any GenAI tool.
- Represent work generated by a GenAI tool as being your own original work.
- Integrate any GenAI tool with internal Chambers software without first receiving specific written permission from your supervisor and the IT department.

4. **Violations.**

Violating this policy may result in disciplinary action, up to and including immediate termination, and could result in legal action. If you are concerned that someone has violated this policy, report this behaviour to your supervisor or the Acceptable Behaviour Officer.

5. **The Bar Standards Board Handbook.**

The Bar Standards Board have provided a document entitled "Guidance on the use of Artificial Intelligence and other Technologies" which incorporates guidance to address the risks of GenAI tools as used within the legal services professions since their development. A copy is annexed to our AI Policy.

Core duties that are likely to be engaged when using AI:

1. Core Duty 1: You must observe your duty to the court in the administration of justice.
 - a. You have a duty to the court to act with independence in the interests of justice. You must ensure any use of GenAI tools does not contravene this duty.
2. Core Duty 2: You must act in the best interests of each client.

- a. Before using AI in a matter, you should consider whether it is in the best interests of your client to do so.
3. Core Duty 3: You must act with honesty and with integrity.
 - a. You must be transparent about your use of AI tools, especially if asked by your client, the court, or the BSB, if it materially impacts the nature and scope of your legal service.
 4. Core Duty 7: You must provide a competent standard of work and service to each client.
 - a. You should maintain a sufficient level of competence in technology and AI to understand how they may impact your practice, whether or not you adopt these GenAI tools yourself.
 5. Core Duty 8: You must not discriminate unlawfully against any person.
 - a. AI systems generally tend to exhibit bias in their outputs in relation to protected characteristics in a way that reflects bias in the data they are trained on. You should be aware of this likelihood and design your interactions with GenAI tools in such a way to minimise bias.
 6. Core Duty 10: You must take reasonable steps to manage your practice, or carry out your role within your practice, competently and in such a way as to achieve compliance with your legal and regulatory obligations.
 - a. You should ensure you are able to procure and manage AI technologies competently and efficiently as part of your general practice.

6. Professional Statement for Barristers.

The Bar Standards Board have provided a document entitled “Professional Statement for Barristers” which incorporates the threshold standard and competences for Barristers. A copy is annexed to our AI Policy.

Aspects of the Professional Statement that may be breached by misuse of GenAI.

1 Barristers’ Distinctive Characteristics.

- 1.1 Uphold the reputation of the Bar and observe their duty to the court in the administration of justice.

- 1.5 Apply effective analytical and evaluative skills to their work.
- 1.6 Provide clear, concise and accurate advice in writing and orally and take responsibility for it.
- 1.10 Make sound judgements in their work.
- 1.12 Employ effective research skills.
- 1.13 Draft court and other legal documents which are clear, concise, accurate and written so as to reflect fairly the arguments advanced by both sides.
- 1.14 Draft skeleton arguments which present the relevant facts, law and arguments in a clear, concise and well-structured manner.

2 Personal Values and Standards.

- 2.1 Act with the utmost integrity and independence at all times, in the interests of justice, representing clients with courage, perseverance and fearlessness.
- 2.2 Be honest in their dealings with others.
- 2.5 Adopt a reflective approach to their work, enabling them to correct errors and admit if they have made mistakes.

3 Working with Others.

- 3.1 Understand and exercise their duty to act in the best interests of their client.

4 Management of Practice.

- 4.5 Maintain the confidentiality of their clients' affairs, adopting secure technology where appropriate.

This policy will be reviewed in December 2026.

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